

PUBLIC SAFETY AND CRIMINAL JUSTICE COMMITTEE

DATE: September 8, 2010

CALLED TO ORDER: 5:35 p.m.

ADJOURNED: 8:34 p.m.

ATTENDANCE

Attending Members

Benjamin Hunter, Chair
Vernon Brown
Bob Cockrum
Mary Moriarty Adams
William Oliver
Marilyn Pfisterer
Christine Scales
Ryan Vaughn

Absent Members

AGENDA

PROPOSAL NO. 213, 2010 - appoints Clark G. Rehme to the Animal Care and Control Board
"Do Pass" Vote: 8-0

PROPOSAL NO. 224, 2010 - amends the Code to revise procedures for approval of drug free
community fund expenditures
"Postpone" until September 22, 2010 Vote: 8-0

BUDGET HEARING

County Coroner
Forensic Services Agency
Community Corrections

PUBLIC SAFETY AND CRIMINAL JUSTICE COMMITTEE

The Public Safety and Criminal Justice Committee of the City-County Council met on Wednesday, September 8, 2010. Chair Benjamin Hunter called the meeting to order at 5:35 p.m. with the following members present: Vernon Brown, Bob Cockrum, Mary Moriarty Adams, William Oliver, Marilyn Pfisterer, Christine Scales and Ryan Vaughn. Representing Council staff was Robert Elrod, General Counsel.

PROPOSAL NO. 213, 2010 - appoints Clark G. Rehme to the Animal Care and Control Board

Mr. Rehme said that he has been a long-time resident of Indianapolis. He graduated from Cathedral High School, received his Bachelor's degree in International Affairs from George Washington University in Washington, DC, with a concentration in International Politics and a minor in Political Science, and he attended the Indiana University School of Law in Indianapolis. Mr. Rehme said that, while in Washington, he worked as press secretary and legislative counsel for Congressman Dan Burton. He said that he is currently an attorney with Brown, Tompkins, Lory & Mastrian, he just recently got married, and they own a dog. He said that he has always been an animal lover, and has had the desire to get active in the community. He said that he appreciates the Committee's consideration of his service.

Councillor Scales thanked Mr. Rehme for being willing to donate his time and talent to the board. She asked if he has had the opportunity to go out and tour the facility or the shelter, or speak with the director of Animal Care and Control. She asked if he is also aware of some of the challenges that have been facing Animal Care and Control. Mr. Rehme said that he has not yet had an opportunity to tour the facilities or speak with the director; however, he is very interested in doing so. He said that he has always kept abreast of the things going on in Indianapolis as part of his responsibilities with Congressman Burton. He said that he is aware that there was recently a pit bull fighting ring that was broken up, and he is really looking forward to serving on the board.

Councillor Vaughn said that he previously worked with Mr. Rehme at the Marion County Prosecutor's Office and he highly recommends his approval for the board.

Councillor Brown asked if Mr. Rehme lives in Marion County. Mr. Rehme answered in the affirmative. Councillor Brown asked Mr. Rehme how long he was with the Prosecutor's Office. Mr. Rehme answered that he was there from March, 2006 to September, 2006, and then received the call from Congressman Burton. Councillor Brown said that he appreciates Mr. Rehme's interest in serving.

Councillor Scales said that one of the most well-publicized issues that has been facing the animal welfare community, particularly the shelter, is a desire to adhere to as much of a no-kill policy as possible. She asked Mr. Rehme if he has any ideas as to how that can be achieved. She also asked how he feels about breed-specific legislation. Mr. Rehme answered that he believes that a no-kill policy must always be the goal, and if it comes to a point where animals are being euthanized due to lack of space, then the job needs to be done better. He said that he realizes this is something that needs to be worked on, as it is not currently in the City's grasp. Mr. Rehme said, with regard to breed-specific legislation, he has a hard time judging anything by the group, whether it be a person or an animal. Therefore, he is hesitant to doing anything by breed. He feels that the animals deserve a case-by-case basis, just as anyone else does.

Councillor Moriarty Adams moved, seconded by Councillor Scales, to forward Proposal No. 213, 2010 to the full Council with a "Do Pass" recommendation. The motion carried by a vote of 8-0.

PROPOSAL NO. 224, 2010 - amends the Code to revise procedures for approval of drug free community fund expenditures

Councillor Vaughn said that he believes there are some amendment issues and revisions that are being made to Proposal No. 224, 2010. He moved, seconded by Councillor Pfisterer, to "Postpone" Proposal No. 224, 2010 until September 22, 2010. The motion carried by a vote of 8-0.

BUDGET HEARING

Overview by City Controller

Chairman Hunter asked for consent to hear an overview of the total budget from David Reynolds, City Controller. Consent was given.

Mr. Reynolds' presentation is attached as Exhibit A, and includes the following key points:

- Importance of a balanced budget
 - The graph details the importance of a balanced budget and why it is important.
 - In January, 2008, the prior administration had just completed a five-year forecast of where the City was heading.
 - The graph represents the projected fund balance in millions of dollars for tax-supported funds.
 - The bottom line indicates the original forecast, which showed evidence of a problem that could not be allowed.
 - With cooperation of the Council, the Office of Finance and Management (OFM) took action in 2008 and reserved five percent, and the Council additionally took some of the appropriations back later in the year.
 - The 2009 budget was built based on the reduced appropriation of five percent and another five percent reduction on top of that.
 - The 2010 budget was again built with a five percent reduction.
 - This allowed the fund balances to be moved up, as indicated by the top dashed line on the graph.
 - There were discussions of how 2011 was going to be a difficult year, and he was forecasting that income taxes were going to be down by about eight percent or \$25 million.
 - Unfortunately, income taxes were even lower than expected. It was a 15% or \$50 million reduction in the amount of income tax that was or will be distributed into Marion County in 2011.
 - This made it difficult when building the 2011 budget.
 - The middle line reflects Mayor Greg Ballard's introduced budget presented at the August 23, 2010 full Council meeting.

- The fund balances in 2010 are below the expected amount, mainly because of the 2009 property tax collections that were delayed with the reassessment of 2007.
 - There were a lot of appeals for assessments that the County Assessor is working very hard to process.
 - This means that refunds are given back to the people out of current year collections.
 - Property tax collections for 2009 were down \$25 million, versus the expected amount when the budget was passed.
- The City is starting at a lower base and is still below the expected amount moving into 2011.
- He is projecting that the City's fund balances in 2012 would return to where OFM was projecting them to be about a year ago, if it is assumed that expenditures will be controlled moving into 2012, effectively keeping them flat with very minor modest recovery in the economy.

Councillor Brown asked if the top line on the graph is where OFM would like for the City to be. Mr. Reynolds answered in the affirmative. Councillor Brown asked what the actual numbers are for 2009. Mr. Reynolds answered that it is where the second line begins, and the actual 2008 numbers are where the top, bottom and both dashed lines begin. Councillor Brown asked what the dashed lines represent. Mr. Reynolds answered that they are where they thought the City would be for the 2009 and 2010 adopted budgets. He said the City is below where they thought it would be for 2010, but they are projecting that the City can get back to where they thought the City would be for 2012.

Mr. Reynolds continued with his presentation:

- 2011 projected revenues
 - These revenues have been reduced by \$32.5 million, and last year it was about \$22 million.
 - Because of revenue reductions, this budget contemplates using \$17.5 million of the Rainy Day Fund.
 - Last year about \$18.2 million was put aside for this fund.
 - Pie chart represents the percentage split of the revenues.
 - Property taxes are about one-third or \$373 million of the City's revenues.
 - Income taxes are about \$217 million.
 - Charges for services are about \$223 million.
 - State and Federal taxes are about \$227 million.
 - Licenses and permits are about \$16 million.
 - Other is about \$30.8 million.
 - Other taxes are about \$47 million.

Councillor Moriarty Adams asked if the Property Tax Circuit Breakers were the one, two and three percent caps of gross assessed values on residential homesteads that were phased in beginning in 2008. Mr. Reynolds answered in the affirmative.

Councillor Vaughn asked what the difference is between the decrease in property tax collections and the Property Tax Circuit Breakers. Mr. Reynolds answered that the final settlement of the

2009 collections was done in February, 2010, which was the last year that the City was behind. He said the decrease of \$26.5 million of collections is a factor of the appeals and refunds that have been done over the last several years. He stated that this means that the City provided \$26.5 million of refunds to Marion County property taxpayers that appealed their assessments. Councillor Vaughn asked if the Assessor's Office was forced to refund that amount because they over-projected by \$26.5 million. Mr. Reynolds answered in the affirmative.

Councillor Scales asked what kind of return the City is receiving on the funds invested in the Rainy Day Fund. Mr. Reynolds answered that it is less than one percent. Councillor Scales asked why that is the case. Mr. Reynolds answered that it is due to the market in general and current investments. He said that cities, municipalities and counties are very limited by State Statute on what they can invest in. He said the City is limited to things such as certificates of deposit (CDs) with no more than two-year durations and government agency notes and bonds, which are very conservative investments that do not allow for much return and are low-risk.

Councillor Brown referenced the pie chart on page four of the presentation, and asked if any of the other revenue sources are up. Mr. Reynolds answered that Charges for Services is up from last year; however, State and Federal is down due to coming off of the stimulus dollars. Councillor Brown asked if State and Federal includes sales tax, grants and funding from the Federal government. Mr. Reynolds answered that the City does not receive sales tax, but it includes gas tax, motor vehicle excise tax and grants. Councillor Brown asked how much State and Federal revenues are down. Mr. Reynolds answered that he does not have the exact numbers, but he can provide that information to the Committee. Councillor Brown asked if the Committee can also receive the amount of increase for Charges for Services. Mr. Reynolds answered in the affirmative.

Councillor Brown asked if the total lost amount is \$50 million, \$82 million or \$108 million. Mr. Reynolds answered that the total loss of revenue is about \$50 million. He said income taxes are down \$50 million and property tax revenues, dollar for dollar, are slightly up, but there was a loss of \$32 million this year.

Mr. Reynolds continued with his presentation:

- 2011 introduced appropriations
 - In the introduced budget, \$25 million was removed from the agencies' 2010 appropriations or base spending.
 - The 2011 appropriations are slightly above where they were in 2008.
 - Many requests were unable to be funded in this budget.
 - Budget presentations will reveal some of the initiatives that agencies were requesting, but there were no revenues to fund them.
 - This does not mean that some of the initiatives cannot move forward, but efficiencies, changes in operations, or some other way to free-up the dollars must be identified.
 - The appropriations breakdown is:
 - Public Safety, the largest piece at about \$417 million.
 - Criminal Justice is \$210 million.
 - Other Public Services is \$260 million.

- Debt Service is \$170 million.
 - Executive, Legislative and Administrative is about \$90 million.
- How the balanced budget was achieved
 - OFM continued to look for ways to improve processes and look for efficiencies.
 - Investment in vehicles has been done over the past two or three years.
 - This allows the cost of fuel and maintenance to decrease.
 - Crime Prevention Grants
 - This introduced budget reduces these grants from \$4 million to \$2 million.
 - It is believed that if these grants are more strategically focused on more effective programs and made a little larger, then as much impact could be made as with the larger grant amounts.

Councillor Oliver asked about the decrease in the Crime Prevention Grants. Mr. Reynolds said that the Crime Prevention Grants were \$5 million in 2008 and \$4 million in 2010. Councillor Oliver asked if these allocations were from the county option income tax (COIT) collections. Mr. Reynolds answered in the affirmative. Councillor Oliver asked where the other \$2 million is going. Mr. Reynolds answered that it is helping to offset the \$50 million of lost revenue.

Councillor Brown said that he does not agree that cutting the Crime Prevention money in half and making larger allocations would cause the City to be more effective in reducing crime. He said that he does agree that the programs need to be adjusted; however, he would like to see more money used for this purpose. He asked if the Emergency Management System (EMS) has already consolidated with Wishard. Mr. Reynolds answered that he believes so, as Mayor Greg Ballard announced it. He said that he will verify it and get back with the Committee. Councillor Brown asked if Wishard will take over the ambulance service January 1, 2011. Mr. Reynolds answered in the affirmative.

Mr. Reynolds continued his presentation:

- What is included in the 2011 balanced budget
 - Expansion of the Code Enforcement Inspectors
 - This is a direct result of the additional fees that were enacted by the Council.
 - Consolidation of city accounts payable and payroll into the County Auditor's Office
 - This is required by State Statute.
 - Consolidation of Information Technology (IT) departments
 - A study was done, commissioned by the Council, that recommended that the Marion County Sheriff's Department (MCSD), Metropolitan Emergency Communications Agency (MECA) and the Department of Public Works (DPW) consolidate.

Councillor Cockrum said that a few years back, the Indianapolis Mapping and Geographic Infrastructure System (IMAGIS) operation was supported by the budgets of the County Surveyor, DPW and the Sheriff. He asked if it is rolled into IT now, or if part of it still comes out of the departments' budgets. Mr. Reynolds said that he is not sure, but he will get the answer.

Councillor Oliver asked if the administration of MECA is governed by State Law to be under the Sheriff's Department. Mr. Reynolds answered that it is his understanding that the State Statute requires the Sheriff to do dispatch. He said that this consolidation will not affect that, because the dispatchers are staying with the Sheriff's Department. He said the piece that is being consolidated is truly the IT piece that was actually already done in 2010, with the Sheriff's cooperation. It saved the Sheriff about \$300,000, of which about half was re-allocated back into operations. Mr. Reynolds said that he believes the same to be the case with MECA, and that there is not an issue with transferring just the IT side into the Information Services Agency (ISA).

Mr. Reynolds continued his presentation:

- Additional reductions in preparation for 2012
 - Additional \$10 million management reserve
 - This is very important in preparing for 2012, as OFM continues to look for ways to drive down expenditures through the course of 2011.
 - Continued process improvement and consolidations
 - Continue to have Human Resource (HR) departments outside of the centralized HR.
 - Continued centralization of accounting functions, which will become possible with the new ERP system coming on-line in 2011.

Councillor Brown asked if the \$1 million for the Wishard EMS consolidation is a guesstimate of savings. Mr. Reynolds answered in the negative and stated that the \$1 million represents the difference between the revenues and the expenditures of the Indianapolis Fire Department (IFD), as IFD has been running this service at a \$1 million loss.

Councillor Brown asked if any money has been saved through fire consolidation. Mr. Reynolds answered that a study is currently being done as a part of the State Statute to look at the initial consolidation.

Councillor Brown asked, with respect to the \$10 million management reserve, if there are any plans for reductions in current staff. Mr. Reynolds answered that in looking at the way to drive the cost of government down, that may be an option. However, Mayor Ballard has committed to no major lay-offs, no furloughs, and no work reductions. Therefore, the things that would be considered would be voluntary things that can be offered to employees to reduce the head count. Councillor Pfisterer said, on that point, she has occasionally tried to put things into perspective. She said that she has had the pleasure and privilege to be able to travel a lot, and throughout the country, she has heard of cities that have been furloughing public safety people. She said the State of Hawaii is furloughing teachers two days a month. Therefore, while many of the things that Marion County is looking at may not be pleasant to contemplate, this City is far better off than many other cities.

County Coroner

Frank Lloyd, Marion County Coroner, introduced Alfie Ballew, Chief Deputy Coroner, and gave an overview of the Marion County Coroner's Office (MCCO), while Ms. Ballew discussed the

budget specifications. Their presentation is attached as Exhibit B, and includes the following key points:

- Service to the Criminal Justice System
 - Lists the various agencies that MCCO works with throughout the County.
 - MCCO assists these agencies with determining the cause and manner of death.
- Death investigation overview
 - Investigation types: 2009
 - Forty percent of all cases investigated end up with complete autopsies
 - The Coroner's office is one of the few places where a complete autopsy is done in the County.
 - External exams consist of digital inspections and going through the medical records to determine the cause and manner of death.
 - Sign-out on Scene (SOS) – requires deputy coroners to go to the scene of the crime to do the investigation to determine the cause of death.
 - The Coroner's Office has approximately 18 full-time deputy coroners.
 - Manners of Death: 2009
 - Accidents include all major accidents, such as vehicle and bicycle.
 - Homicides are slightly up this year.
- Budget analysis
 - 2011 request reflects the requested five percent decrease.

Ms. Ballew continued the presentation:

- Character 01: Personnel Services
 - Includes all full-time equivalents (FTEs), which is about 22 and includes:
 - Approximately six full-time and seven part-time deputy coroners.
 - The remainder is the administrative staff and pathology assistants.
 - There is a slight increase in the 2011 request, which represents the amount of Federal funding in grants that the Coroner's office has applied for.
 - The amount for regular salaries also includes the Federal funding amounts.
 - Part-time employees essentially do not receive any benefits, which are mostly deputy coroners who have a full- or part-time job elsewhere and only work for the Coroner's office as needed.

Councillor Cockrum asked if all deputy coroners have completed the state-required training. Mr. Lloyd answered in the affirmative. Ms. Ballew added that all of the investigators have completed the training and are continuing their education as required by law.

Councillor Scales asked what the background is of the deputy coroners. Ms. Ballew answered that most of the deputy coroners have some medical background, including emergency management training (EMT) and paramedic specialties. Mr. Lloyd added that some of them even have law enforcement backgrounds. Therefore, it is a combination of medical, emergency or first-responder, and investigation backgrounds. Councillor Scales asked if these would be the persons that would go to the scene and not those performing the autopsies. Mr. Lloyd answered

in the affirmative, and stated that the Coroner's Office has full-time forensic pathologists that they contract with who do the autopsies.

Councillor Scales asked about dieners. She said that her husband worked as one at Methodist and received good part-time pay for helping with autopsies. She asked if the Coroner's Office has a system where they use medical students to perform these services, and thereby, are able to pay them less. Mr. Lloyd answered that they have positions for education, but they do not use them to take the place of professionals. Ms. Ballew answered that they have a few part- and full-time employees who assist pathologists and these are their "dienes." She said that medical students also come to the Coroner's Office and assist as they learn the forensic autopsy process.

Ms. Ballew continued her presentation:

- Comparative analysis for budget and staff
 - Indiana is a little below the national budget and staffing average.
 - A lot of this has to do with the fact that all of the Coroner's Office positions are not filled due to an effort of keeping costs down.
 - Due to the number of cases the Coroner's Office investigates, Indiana ranks about midway in terms of staffing and budget.
- Character 02: Supplies
 - There is a slight decrease in the 2011 request for supplies because of the five percent budget cut.
 - Lab supplies and clinical supplies are things that are necessary as what may be seen in a medical hospital, such as cots and instruments used to assist and perform autopsies.
 - The Coroner's Office may face some challenges as they identify how to decrease these costs.
 - May use fewer supplies.
 - May look at additional partnerships.
 - May look at revenue sources and take a particular percentage to offset the costs.
 - Gasoline costs have been significantly cut.
 - Several initiatives have been proposed to assist in identifying ways to have staff use less fuel and how to meet the challenges associated with the decrease in fuel costs.
- Character 03: Other Services and Charges
 - This is comprised of several services that are needed for performing autopsies.
 - Facility Rent
 - This space is shared with the Crime Lab
 - Some things have been identified to begin discussions so that the Coroner's Office may operate more efficiently.
 - Pathology Services
 - This includes anything related to performing the autopsies, such as forensic pathologists, toxicology, infant skeletal surveys and cultures and anything else that will help determine the cause and manner of death in any death investigation.
 - The Forensic Fellowship Program is also included.

- The Coroner's Office is the only office in the State of Indiana that has this type of training program.
- Across the nation, most offices are cutting the programs and the forensic pathology profession is one that is having a hard time refilling positions after retirements.
- The Coroner's Office has been re-accredited by the Accreditation Council for Graduate Medical Education (ACGME) for a fellowship program.
- The 2011 budget request amount reflects a significant increase, but includes a large amount of hopeful grant funds.
- Does not include any maintenance that the Coroner's Office performs, such as repairs for heating, air conditioning and lighting, etc.

Councillor Brown asked what happens if the Coroner's Office does not receive the anticipated grants. Ms. Ballew answered that the amount would decrease, and they will have to identify some efficiencies in operations. She said they do not operate according to receipt of the grants. She said receipt of the grants simply would allow them to do more.

Councillor Brown asked about the facility rent charges. Ms. Ballew said that the current amount was renegotiated last year, because before this, the rent was increasing every year. Mr. Lloyd said that they have had some initial discussions with the Crime Lab about looking at other properties that can possibly be used. However, the Crime Lab and the Coroner's Office require certain build-out specifications that are fairly expensive to institute. Councillor Brown asked if the landlord did the build-outs at the current location. Mr. Lloyd answered in the affirmative, but stated that the agencies paid for them. Councillor Brown asked who the current landlord is. Ms. Ballew answered that it is Fred Dorsey, and stated that they have been in the building since 2002.

Ms. Ballew continued her presentation:

- Major Budget Changes
 - Character 02 overall 23% decrease
 - Have talked about including employee buy-ins to get employees to understand how things have to be done in 2011.
 - Formed a committee to identify efficiencies and ways to decrease costs.
 - Also looked at driving older vehicles, as this is a significant issue.
 - Investigators use vehicles on a take-home basis because they are required to be on-duty 24 hours a day, seven days a week.
 - Character 03 overall 12% decrease
 - May have to limit the number of autopsies performed, because they require additional testing and additional money.

Councillor Cockrum asked about a statement that the lease owner previously went bankrupt. Ms. Ballew answered that this was not a true statement, as they inquired about it.

Ms. Ballew continued her presentation:

- Revenue sources
 - Overall, the Coroner's Office realizes about \$453,000, which is marketed revenue in terms of autopsies that are provided for other Indiana coroners.
 - Facilities use
 - Autopsies for Indiana Coroners
 - Have to have good relationships with coroners around the state to maintain ability to perform autopsies for them.
 - There are other pathologists in the State who market for the business.
 - Tissue procurement
 - Identify cases for organ and tissue procurement to take place.
 - Per State Statute, the Coroner's Office charges a facility-use fee and charges for time put into providing these services.
 - Research projects
 - The Coroner's Office is looking at additional grant opportunities with Indiana University.
 - Marion County Health Department Partnership
 - Most of the natural deaths investigated are on behalf of the health officer, who pays the Coroner's Office a fee annually.
 - This fee is up for re-negotiation.
 - National Institute of Justice Grants (NIJ)
 - These are grants that the Coroner's Office has applied for.
 - Expect to continually apply for these grants each year.
 - Receipt of these grants is not anticipated.
- 2010 Accomplishments
 - Awarded NIJ's Coverdell Grant
 - Funds were used to prepare for the National Association of Medical Examiners (NAME) certification.
 - The importance of this is that, going forward, there will not be the ability to apply for grant funds if the office is not accredited.
 - Decedent (body) storage rack system
 - As the population grows, the workload and caseload grows, and the capacity to hold the number of decedents decreases.

Councillor Cockrum asked, with regard to body storage, if MCCO still has to increase the number that they have to maintain. Mr. Lloyd answered in the affirmative, and stated that the merger of the emergency transport service may cause it to increase further. He said that there has been the question of what to do with the bodies, as hospitals do not want to bear the cost. Therefore, there has been some initial discussion of having the Coroner's Office serve that function until the investigation is complete. Councillor Cockrum asked if the Coroner's Office will be paid to serve that function. Mr. Lloyd answered that this will be one of the topics of discussion.

Councillor Scales asked, with regard to potential for growth in business, what growth increase MCCO could handle without a demand to move to a higher level, such as obtaining more capital equipment or funds. Ms. Ballew clarified that Councillor Scales is referring to revenue sources

and performing autopsies for other counties. Ms. Ballew answered that most times, other coroners do not store bodies at the MCCO facility when they have cases to send to be handled by Marion County. She said they typically bring the bodies in the day the autopsy is to be performed, and then require the funeral home or family to have the body picked up fairly immediately following. Ms. Ballew said, therefore, they do not foresee any significant increase in costs for them to provide those autopsies. She said they hope to simply see a growth in revenue.

Councillor Scales asked who MCCO's major competitor is for capturing the autopsy business. Mr. Lloyd answered that there are at least seven forensic pathologists throughout the state. Ms. Ballew said that they have to be competitive and professional, and use some of their marketing tools, such as a cooling system whereby decedents can be brought to MCCO and have the cooling capacity for the decedent. She said when deciding where to send cases for evaluation, coroners are also looking at turn-around time in terms of autopsy reports and toxicology. Mr. Lloyd added that MCCO is probably one of the few places that has expertise in pediatric cases, with Riley Hospital sending a lot of referrals. Councillor Scales asked if their major competition would be another large county. Mr. Lloyd answered in the affirmative. Ms. Ballew added that some of the larger counties have their own facilities, so the counties that are contiguous to those larger counties would send their decedents to those larger counties.

Ms. Ballew continued her presentation:

- 2010 Accomplishments 2
 - The three additional grant requests were all submitted in April, and award notifications will not go out until September.
- 2010 Accomplishments 3
 - Vendor and contractual re-negotiations
 - MCCO's forensic pathologists provide services to the local Public Defender's Agency and the Prosecutor's Office.
 - Some forensic pathologists charge a fee of \$300-\$600 per hour.
 - MCCO has negotiated that their forensic pathologists not charge those fees to the local agencies.
 - The pathologists understand that government funding is scarce and, therefore, provide their services, court testimony and consultations before court trials, essentially free.
 - Successfully implemented an office-wide lean Six Sigma project.
 - Turn-around time about a year and a half ago was about 88 days to close out a death certificate. It is now about 49 days.

Councillor Oliver asked how MCCO compares to other cities with respect to the turn-around time of death certificates. Ms. Ballew answered that she just recently spoke with the Coroner's Office in Columbus, Ohio and they are just starting to implement their lean Six Sigma process and are facing about a 60- to 75-day turn-around time. Therefore, MCCO is above average in comparison to Columbus, which has the same type of system and population. Councillor Oliver asked if MCCO is currently working with a backlog. Ms. Ballew answered in the negative.

Ms. Ballew continued her presentation:

- 2011 Fiscal goals
 - Seek additional grant funding
 - Looking for opportunities in both public and private industries.
 - Decrease fuel usage
 - Looking at employee buy-ins.
 - Monthly fuel stipend
 - Investigators would be given a certain number of gallons of fuel to use each month.
 - Good responses to the initiatives to the point of forming a committee.
 - This will also allow efficiencies to be identified within the office and operations.
 - Energy efficiencies
 - An Indianapolis Power and Light (IPL) representative shared billing history and billing usage information and identified ways for MCCO to become more efficient.
 - Currently have 10 older model air conditioners that need to be replaced with newer equipment.
 - Newer equipment will be more efficient and reduce costs annually.
 - Current electric bill is about \$25,000.
 - MCCO has walk-in freezers and coolers that pull a lot of energy.
 - Will also look at some cost-sharing possibilities with the Crime Lab.

Councillor Vaughn said that he has typically been very critical of the Coroner's Office, but he has been very impressed this last year. He thanked them and congratulated them on a job well done.

Councillor Pfisterer also commended the Coroner's Office and congratulated them for going to their employees for cost-saving ideas. She asked if the rise in temporary salaries in 2010 and 2011 is because of the grants. Ms. Ballew answered that part of it is due to the grants, but another part is because of a shift from full-time employees to part-time employees. She said in other words, the loss of a full-time employee may have just been replaced with a part-time employee. She said that a part-time employee could be someone that is used on an as-needed basis.

Councillor Pfisterer referenced Character 02, General Office Supplies, and stated that it seems to be going up and down over the years of 2008 through 2011. She asked if there is particular equipment that was causing problems in cyclical years. Ms. Ballew answered that some of the copy machines, fax machines and other office equipment has been upgraded, but they have not made any major purchases in terms of furniture or things of that nature.

Councillor Pfisterer said that she has noticed that the Coroner's Office has significantly decreased its data processing supplies over the last three years. She asked if any advice could be given to other agencies. Ms. Ballew said that the Coroner's Office used to use medical

transcriptionists to type the autopsy reports, but they updated some of their electronic digital-type equipment in 2009, and that was a large purchase. She said they have not had to replace that equipment again, so it appears as a decrease in that character. Councillor Pfisterer asked if the system is more automated now. Ms. Ballew answered in the affirmative.

Councillor Pfisterer asked about the contrast in travel expenses. Ms. Ballew answered that this is related to the grants funding. She said the autopsy grant has a travel expenditure line item that was requested for four people to attend a training session in Switzerland to learn more about virtual autopsies.

Councillor Pfisterer said that she was in a position before where she was asked to write a grant and she reached out to the grant writers in OFM, and she has been encouraging everyone to seek their help. She said grantors are seeking specific key words and phrases and Rebecca Swope in OFM was very helpful in the receipt of the grant. Ms. Ballew said that she also sought the advice of OFM, but the Coroner's Office does research-type grant writing and Ms. Swope gave them a referral to the Health and Hospital Corporation.

Councillor Scales commended the Coroner's Office on the turn-around time with the Six Sigma processes in place. She personally thanked Ms. Ballew for extra efforts and attentions given to some of her constituents.

Forensic Services Agency

Mike Medler, Director, Forensic Services Agency (Crime Lab), distributed the following handouts: A copy of his budget presentation (attached as Exhibit C); the Forensic Services Agency's 2010 Business Plan (attached as Exhibit D); and the Forensic Services Agency's 2009 annual report (attached as Exhibit E). Mr. Medler's presentation included the following key points:

- The Crime Lab is the only American Society of Crime Laboratory Directors (ASCLD/LAB) internationally accredited laboratory in the State of Indiana that is a full service lab.
- Accomplishments
 - The Crime Lab has been involved in training programs with the Indianapolis Metropolitan Police Department (IMPD) for the last three or four years.
 - Involved in helping select equipment, especially for their evidence technicians (ETs).
 - Helped with ET instruction for some of the Butler University Police Department, as well as other agencies.
 - Implemented new online request for analysis system.
 - In the past, these requests were all done by a paper system with officers turning in request cards for analysis.
 - Requests for the Sex Crimes and Homicide Units are all online now, which speeds up the process.
 - Drug cases up 14% over 2009
 - Believes this to be related to the surge that IMPD is participating in out in the neighborhoods.

- Combined DNA Index System (CODIS) hits are up 60% over 2009
 - CODIS is a national DNA system that links the local lab into the state lab.
 - The National Integrated Ballistics Identification Network (NIBIN) deals with shell casings and things related to a firearm from crime scenes.
 - There were 312 hits in this system since its inception in 2002, which leads the State of Indiana.
 - There are 40,000 bits of information in this system.
 - Process mapping is similar to the lean Six Sigma process.
 - The DNA Unit was process mapped in 2009, and did 40% more work with less people.
 - The Crime Scene Unit, Chemistry, Firearms and Latent Print Sections will be process mapped in September or October of this year and will be funded by a grant.
- The value of forensic science
 - The importance of this is solving forensic cases, whether cold or current.
 - Includes a few examples of cases.
- Community involvement
 - Presentations/Tours for 1,398 people, including officers, prosecutors, high school students, college students, etc.
 - Evidence Collection in the Emergency Room program will be conducted at Clarian Hospital, St. Vincent Hospital and possibly Wishard Hospital.
 - This program is not only for sexual assault nurse/examiners, but also for all nurses and doctors in the Emergency Room to provide them with some training on recognizing bullet fragments and things that could help with investigations.
 - Crime scene specialists (CSS) and forensic scientists occasionally provide training in addition to participating in career days.
 - The Crime Lab also has interns from Indiana University-Purdue University at Indianapolis (IUPUI) and had one last year from the University of Indianapolis.
 - Internships are very competitive and there are more people that want to intern at the lab than possible.
- Benchmark for all casework
 - In 2004 and 2005, it took one to one and a half years to get a DNA result back. This has drastically been reduced.
- Case backlogs
 - The Crime Lab has backlogs in the lab on case work.
 - Case submissions – the Crime Lab has no control over what comes in to the lab.
 - Have developed new tear processes for allowing certain evidence into biology, but some of the biology has been limited.
 - Have discussed with investigators and prosecutors about what is probative.
 - Items of evidence are also out of the control of the Crime Lab.
 - Backlogs are currently at 1,559 cases.
 - Forty-six percent in serology DNA, because more work is being done for criminal investigations in Marion County, particularly burglary and minor crimes.
- Case submissions

- Case submissions have increased over the last four years.
 - In 2007, the Crime Lab did not have the build-out of people in the DNA and Firearms units as exists today.
 - This caused an attitude from law enforcement of reluctance to submit cases because they would not get done in time. This no longer exists.
 - In 2009 and 2010, burglary cases are being done.
 - It is amazing the number of burglary cases that are getting hits on suspects on cold cases simply because the officers are collecting evidence.
 - This was not being done in past years.
 - One burglar found convicted could solve 100-300 burglaries.
 - More crime scene investigations (CSIs) are being done.
 - Example: performing DNA in a case where a suspect is apprehended and clearly has something in his mouth could provide the necessary evidence at a hearing where the suspect pleads “not guilty.”
- Items of evidence
 - Non-controllable.
- DNA/Serology case submissions
 - Areas where most backlog submissions are.
 - The first number represents DNA cases and the second number represents serology cases.
 - The numbers in 2009 are increased because there was an IMPD grant program on swabbing guns.
- DNA/Serology case completions
 - There is a significant increase in the number of cases being completed since 2007, partly due to process mapping and the efficiency of employees.
- CODIS hits
 - Projections for 2010 are about 67 hits.
 - A study done in England two years ago stated that for each CODIS hit, eight crimes are prevented.
 - Burglary is being well investigated.
 - In 2006, there were two hits on burglary cases.
 - In 2007, there were four hits.
 - In 2008, there were eleven hits.
 - In 2009, there were 15 hits.
 - Currently for 2010, there are 19 hits.
 - These are cold cases with no suspect.

Councillor Vaughn asked if the Crime Lab runs their DNA across other databases other than CODIS. He said that the Department of Corrections (DOC) recently created their own database and there are a lot of crimes for which DNA evidence cannot be entered into CODIS. Mr. Medler said that CODIS is a controlled database based on the type of crime. He said that a local database could be set up if officers and prosecutors requested something additional for individual cases. He said, however, there may be some hoops to jump through with regard to legalities, but he does not see why it cannot be done. He said it would be great if Marion County had its own

database of all arrestees. He said that Indiana has considered this, but there is a cost factor. Councillor Vaughn asked if a cost analysis has been done, and if Mr. Medler knows what it costs the DOC to run their database. Mr. Medler said that, depending on the vendor, it would likely cost about \$20 for each person that would qualify going through the Arrestee Processing Center (APC), which for Marion County is about 60,000 people. He said this would be the analysis cost and then there would be a cost for someone to monitor the database. He said, however, there would also have to be some means to remove the information if the charges are dismissed. Councillor Vaughn asked if fingerprints are removed from the system. Mr. Medler answered in the negative.

Mr. Medler continued his presentation:

- Firearms case submissions
 - The Crime Lab does not enter everything into NIBIN, because they do not have enough staffing.
 - There were about 4,048 guns that went through the IMPD property room, of which about 3,000 were processed by the Crime Lab.
- Completed cases
 - Have been able to knock out some of the backlog since they were approved to increase their employees in 2009.
- Latent print case submissions
 - Continues to have a steady flow.
- Latent print identifications
 - Identifications of people involved in real crimes.

Councillor Pfisterer asked if there has been any consideration in having Six Sigma look at the Crime Lab's processes. Mr. Medler answered in the affirmative, and stated that Six Sigma was one of the programs they used.

Councillor Vaughn asked how the Crime Lab compares to other similarly situated labs, whether private or public when it comes to processing cases. Mr. Medler answered that the Crime Lab is processing more cases than other labs. He said that there are a lot of labs that do not keep the data that the Crime Lab does, because the Crime Lab is performance driven, but not to the point that there are set standards that could cause mistakes to be made. He said, however, they do keep track of how many cases are being done at a time, based on the type and details of each individual case. Mr. Medler said they are one of the few labs that keep track of their case completions.

Councillor Vaughn asked if there has been a decrease in the turnover of staff since the Council instituted the changes in the hiring requirements. Mr. Medler answered in the affirmative.

Councillor Scales asked if the City has contracts with private labs to take overflow from the Crime Lab. Mr. Medler said that they use private labs for purposes of DNA outsourcing. He said that the backlog for these and serology cases would be much worse without the ability to outsource. He added that there are not other labs that are accredited where the Crime Lab can send firearms cases. He said that they have previously sent some of those cases to the Federal Bureau of Investigations (FBI), but they would only take the easier cases, such as those with one

gun and one bullet. He said there is a private lab in Pennsylvania that will do drug cases, but the Crime Lab can do these cases in a more cost effective manner. Mr. Medler added that they also run into a problem with any outsourced case because of a Supreme Court ruling called *Melendez/Diaz*. He said this allows the defendant to have the person who did the analysis to come to court, so they try not to outsource very often. Councillor Scales asked if Mr. Medler chooses the outside venues if they use one. Mr. Medler said that it is done like any other bid process. However, the National Institute of Justice also sets standards on what labs can be used. In addition, the Crime Lab has to do a side assessment, which requires them to go to the private labs and look at their books and everything else to ensure that they are performing the tasks correctly.

[Clerk's note: Councillor Brown left at 7:10 p.m.]

Mr. Medler introduced Larry Schultz, Forensic Operations Manager. Mr. Schultz discussed the budget of the Crime Lab, and his presentation included the following key points:

- Budget history
 - All money comes from three primary sources: Federal grants, the County General Fund, and the Public Safety Tax (PST)/County Option Income Tax (COIT) Fund.
 - Grant funding
 - Currently makes up 15% of operating budget.
 - Expecting \$670,000 in grant spending for 2010.
 - Will exceed this amount, as there are already commitments of \$800,000 and possibly another \$200,000 for 2011.
 - There is a team within the agency that writes the grants, finds the grants and determines how the grants will be used.
 - Once grants are awarded, Mr. Schultz works very closely with department supervisors to execute spending of the grants.
 - All grants primarily help with outsourcing casework.
 - Grants pay overtime for employees.
 - Grants pay for analytical supplies.
 - Much of the Crime Lab's equipment is purchased from grants.
 - Equipment has to be validated, which takes a lot of time.
 - The Crime Lab has a contract with a vendor to perform validation studies to keep regular employees free to perform regular duties and to speed up the validation process.
 - Grants will also pay for process mapping.
 - In addition to increased production due to process mapping, the Crime Lab will realize savings from not having to pay for this service.
 - County General and PST/COIT funds
 - Budget request is about \$5.7 million, which is about the same as 2008.
 - Production has vastly increased.
 - The 2010 budget was \$5.72 million, and the actual spend will be around \$5.5 million.
- Proposed 2011 budget

- Shows how budget is broken down by character.
- Character 01 is biggest expense.
 - Approximately \$200,000 in grants is primarily overtime funding.
- Character 04 is for equipment.
- The Crime Lab's budget is about \$118,000 more than what OFM shows.
 - The Crime Lab needs to realize a 5% reduction.
 - The Crime Lab cannot cut much of their services, including rent, phone, ISA charges, and equipment maintenance. These are key to operations.
 - The Crime Lab looked at personnel, and for 2010 there are three unfunded FTE authorized positions.
 - For 2011, the Crime Lab recommended increasing unfunded FTE positions from three to six to realize a savings of \$130,000.
 - Reduced supply budget by \$30,000.
 - Reduced training budget by \$10,000, as some of the expenses can be transferred to grants.
 - All cuts total \$170,000, or 3% of the budget.
 - In the 2010 budget, the Crime Lab is covered dollar for dollar for fringe benefits, including FICA, pension, health and dental.
 - The 2011 budget guidelines request that an average blended rate be used.
 - Incorporation of this caused the fringe benefit costs to increase by \$178,000.
 - It is hard to tell what the actual cost will be in 2011 now, because the open enrollment period is not until October, 2010 and Mr. Schultz will not receive the actual numbers until mid January, 2011.
 - This would wipe out the savings of \$170,000.
 - Rent for space in the jail is being increased by \$11,000.
 - There is no additional funding for rent payments.
 - Starting in 2011, all agencies have to cover their unemployment payments for individuals that have been terminated.
 - This is estimated at about \$10,000, and there is no additional funding for these payments.
 - Net loss of budget is about \$3,000.

Councillor Vaughn asked for clarification on the unemployment issue, because he understands it to be that an employee is not eligible for unemployment if they are dismissed for cause, but they are if they are laid off. Mr. Schultz said that this is a judgment call by the judge hearing the case. In 2010 and prior, all unemployment payments were made by the County Auditor's Office for county agencies. However, beginning in 2011, each agency has to pay their own unemployment compensation. Mr. Schultz said that he believes that the Auditor's Office is currently paying close to \$50,000 in overall unemployment payments. Councillor Vaughn said this is simply a matter of correctly documenting the reason for termination and appearing before the judge. Mr. Schultz agreed, but stated that there is still no guarantee. Mr. Medler said that there have also been some cases in which people who have resigned from their position and applied for unemployment have also received it. Councillor Vaughn said that he believes that this has been moved to the agency level because no one knows the employee better than the agency for which they worked. He asked if the Office of Corporation Counsel (OCC) represents the Crime Lab in

these types of hearings. Mr. Medler answered in the affirmative, and stated that a Human Resources representative would also be present. Councillor Oliver stated that there are cases in which the compensation is deserved.

Councillor Oliver asked what has been done to rectify the problem of high turnover. Mr. Medler said that they implemented a clause three years ago requiring new forensic scientists to sign a five-year contract. In 2008, they also implemented a new pay matrix for forensic scientists, which is a program in which they receive a bump in pay each year for a 10-year period based upon a good performance review. He said the pay scale for forensic scientists now ranges from \$42,500 to about \$73,000. Previously, the highest pay was about \$56,000, which was part of the reason for the turnover. Councillor Oliver asked if the contract specifies that the scientists cannot leave for five years. Mr. Medford answered that if they leave, they owe back training money and could be taken to court for payment.

Mr. Schultz continued his presentation:

- Proposed 2011 budget continued
 - The \$118,000 difference is all in Character 01 expenses.
 - Under County General, there is a difference of \$17,400 in salaries between OFM's budget and the Crime Lab's budget.
 - Under the PST/COIT Fund, there is a difference of \$8,900.
 - There are also associated fringe benefits with both funds. The total is a little over \$30,000 to provide pay raises.
 - The 10-year matrix requires that a survey be done annually detailing the average salary for forensic scientists and supervisors and increasing that salary for each on an annual basis according to hire date.
 - OFM's budget proposal removes the increase in salaries associated with the matrix.
 - The Crime Lab's policy states that the special pay matrix will be suspended if funding is not available.

Chairman Hunter said that according to the introduced budget sheet (attached as Exhibit F), the total difference in the County General Fund shows \$154,835 and the 2011 department request at \$4.8 million. Mr. Schultz said that this reflects the amount for all four characters combined. Mr. Schultz said that the numbers to which he is referring is on a report that gives a breakdown of County General funding only. Chairman Hunter said that the Committee does not have that report. Mr. Schultz said that the \$17,400 difference is the raises for the salaries of individuals that are paid through the County General Fund. Chairman Hunter asked how the Committee can get a copy of this report. Mr. Reynolds answered that OFM will provide the report to the Committee.

Mr. Schultz continued his presentation:

- Proposed 2011 budget
 - A difference of \$77,000 is associated to overtime spending.

- OFM's budget proposal takes all overtime from the PST Fund and the County General Fund.
 - All PST and County General Fund overtime is for crime scene investigators who are at the scene and their shift ends, but they cannot leave the scene until it is completely worked. Also used for testifying in court past their shifts. Money to cover this will no longer be available.
 - OFM has committed to working with the Crime Lab on this to come up with a solution.
- There is still \$109,000 left for overtime spending, but this is federal grant money that has specific requirements of what the money can be spent on, such as working DNA cases.
 - Grant money cannot be used for testifying or additional time at a crime scene.
- The \$77,000 is part of the \$118,000 total difference in Character 01.
- The Crime Lab will look at ways throughout the year to offset some of the budget shortfalls.
 - Expecting a \$200,000 surplus in salary money due to unfilled positions.

Chairman Hunter asked if the unemployment money could also be used, if not needed, to cover overtime, since it is a sub-object in Character 01. Mr. Schultz answered in the affirmative.

Councillor Pfisterer referenced the blended rate for fringe benefits, and stated that she understands it references a husband, wife and two and a half children. She said that this could provide a cushion for the Crime Lab if, for example, one spouse does not need to be covered by benefits due to being covered by their own employer. She asked if this could possibly provide the additional funding. Mr. Schultz answered in the affirmative. He said that this money could be used for the overtime or to possibly fund a position that the Crime Lab gave up, as 10% of the agency is currently unfunded positions.

Chairman Hunter asked what the large reduction in Character 02 is associated with. Mr. Schultz said that part of the reduction is anticipated through different ways of doing things. However, to credit the Purchasing and Auditor's Offices, all of the Crime Lab's expenses are tied to a sub-object through a commodity code. Therefore, as the link is changed, the expense could end up in a different sub-object.

Councillor Scales referenced the increased rent within the jail. She asked if the Sheriff's Office is increasing the rent. Mr. Schultz answered that the rent is being increased by Building Authority for the improvements that were done in the building.

Councillor Pfisterer asked about the increase in Character 02, Laboratory Supplies. Mr. Schultz said that the increase is in the grant funding. He said that the money left in the grant for overtime will pay for a lot of casework being done outside of normal duty hours. Therefore, the Crime Lab is asking for the grant to pay for the supplies being used in the casework as well. Mr. Medler said that some of the DNA kits cost \$2,500 or \$7,500. Councillor Pfisterer asked if this also applies to conference travel expenses. Mr. Medler answered in the affirmative, and stated that much of their travel and training is grant funded.

Councillor Pfisterer asked about the increase in Character 02, Maintenance/Licensing agreements. Mr. Schultz said that this is also covered by grants. He said that they bought a lot of equipment last year and this year, and part of their accreditation requires that the equipment be maintained. He said that they used one grant to purchase equipment and another grant to pay for the maintenance of that equipment as part

Councillor Pfisterer referenced the reduction of about \$150,000 in Character 02, Other Services and Charges, and asked if the Crime Lab has any recommendations for other agencies on reducing costs in the same way. Mr. Schultz said that much of the reduction is due to transferring the amounts to grants in a different sub-object. Mr. Medler said that they have used grants to supplement their budget.

Chairman Hunter commended the Crime Lab and their professionalism on a case in which he was involved. Mr. Medler said that the people on the street are the ones that do the real work.

[Clerk's note: Chair Hunter called for a five minute recess at 7:46 p.m.]

Marion County Community Corrections (MCCC)

Tom Marendt, Executive Director, Community Corrections, gave an overview of Community Corrections programs and initiatives. His presentation is attached as Exhibit G and includes the following key points:

- 2011 Budget Presentation
 - Public Safety and Accountability
 - MCCC is one of the few agencies that has a board.
 - The board meets twice a year on MCCC issues: contractual, employees, procedures, standards and a constant review of day-to-day operations.
 - MCCC's mission is about public safety and reducing recidivism.
 - Ensure that offenders are given positive tools and positive guidance when returning to the community through the re-entry process.
 - The Duvall Work Release Center has a capacity of 350, and there are currently 336 offenders there.
 - The Duvall Center helps offenders find work and helps them return to the community when their sentence is up.
 - Offenders are only allowed to leave the center to look for work, go to work, or occasionally for service programming.
 - For 2009, a little over 2,200 offenders were served.
 - MCCC does electronic monitoring
 - There are currently 1,700 offenders being monitored.
 - For 2009, over 2,700 offenders were served.
 - Alcohol monitoring, GPS and Home Detention
 - GPS deals with domestic abuse and goes off and alerts an offender if they enter a zone that is off limits. A cell phone is linked to the alert where the inmate is called and warned

- to leave the zone. If no response, police and victim are alerted immediately.
 - Home Detention prevents an offender from leaving their home, unless they are scheduled to leave. An alert goes off if they go more than 15 feet from their home.
- Personnel
 - MCCC has 65 employees
- Challenges
 - Biggest challenge is finding ways to address and prevent abuse of the system.
 - The ability to collect data and information on recidivism.
 - Fee collections. Need to improve the ability to collect fees.
 - Re-entry of offenders going back into the community.
- Initiatives
 - Looking at community service work and trying to consolidate some of the work into MCCC and create a county-wide program.
 - Put out a request for proposals (RFP) on equipment for electronic monitoring.
 - A couple of years ago, MCCC was losing \$300,000 a year in equipment.
 - Now the equipment provider absorbs the cost, so there is no loss for equipment.
 - Believes the RFP will generate more revenue and another source of income for MCCC.
 - Need to use technology to create a comprehensive plan to work with all the agencies, such as IMPD and the prosecutors.

Chairman Hunter asked if the GPS data has been shared with IMPD. Mr. Marendt answered in the affirmative. Chairman Hunter asked if this tool could be used as part of IMPD's Real Crime Data Center. Mr. Marendt answered in the affirmative.

Steve Dyson, Deputy Director and CFO, Community Corrections, discussed the budget of Community Corrections. His presentation is included in Exhibit G with the following key points:

- 2011 budget highlights – doing more with less
 - A large portion of the reductions is in the User Fee Fund budget, and the revenues are being tracked and they are trying to keep their spending within those revenues.
 - MCCC plans to continue all current programming, but they will have to prioritize and make some tough decisions with regard to budget cuts.
 - Currently applying for grant funding through the Indiana Criminal Justice Institute (ICJI) and should know the results by the end of the year.
- Expenditure/budget comparison
 - 2009 and 2011 numbers are actual, but the 2010 numbers are an estimate of what MCCC feels they will spend.
- Explanation of budget reductions
 - Office consolidation

- A proposal will come before the Council on a lease for new office space to consolidate the Annex location at 147 E. Maryland Street and the Barrister location at 155 E. Market Street.
 - Hopeful savings in lease payments, utilities and telephones, as well as efficiencies in combining the two operations.
- Contract analysis and management
 - Quarterly reviews are done on all contracts.
- Elimination of “double-budgeted” grant items
 - MCCC received a lot of stimulus grants in 2009, but they also included this money in the 2010 budget.
- Efficiencies in conferences/travel
 - MCCC does not want to reduce training, but will look for more things that can be done locally to reduce travel expenses.
- Reduction of Capital budget
 - Some of the expenses dealing with security at Duvall will be cut out this year.
 - However, there will be some costs associated with the office consolidation.
- Summary of State and Federal grants
 - Stimulus grants received in 2009
 - MCCC will continue to spend on these grants that include personal services, but they are not budgeted in the 2011 budget.
- Continuing Federal grants
 - MCCC has a total of six grants, five of which are stimulus.
 - MCCC will look for ways to continue the programs funded by these grants.
 - These grants total close to \$1 million.
- 2011 budget and finance goals
 - Increase fee collections
 - Beginning January 1, 2011, there may be some changes to the electronic monitoring revenue contract.
 - Provide evidence-based programming
 - Working on an evaluation piece for programming to find out what is working in Marion County.
 - Fill vacancies according to need
 - MCCC is currently under-staffed, and is planning to add some staff in 2011 by re-allocating some funding, which will hopefully help retain some current staff by reducing caseloads.

Councillor Pfisterer asked about the increase in institutional supplies. Mr. Dyson said that most of their supplies have to do with purchasing things for the residents at the Duvall Center, and last year there were about 250 residents. Chair Hunter asked if this is reflected by a decrease in miscellaneous supplies. Mr. Dyson said that there is a move away from miscellaneous supplies, but this particular increase is tied to the increase in population. Councillor Pfisterer asked if the institutional supplies are tied to the laboratory supplies. Mr. Dyson answered in the affirmative, and stated that drug testing is included in laboratory supplies and MCCC has been increasing the number of drug tests.

Councillor Pfisterer asked about the increase in maintenance and licensing agreements. Mr. Dyson said that MCCC entered into a new contract with a computer maintenance provider that operates their case management system. He said that they have always had a maintenance contract that addressed minor problems with the system. This has been expanded so that MCCC can better understand and evaluate the data to see their effects on recidivism. He said they also have a problem with people congregating in the reception area trying to get information on when they leave for work. This vendor will develop a software program for MCCC to put up an electronic board like at the airport that lists arrival times and departures.

Councillor Pfisterer asked about the increase in rent, Character 371. Mr. Dyson said that MCCC pays their building security at Duvall and in the City-County Building out of this fund. He said they hire an outside firm for this. He said that Character 359, building security, refers to security provided by the Sheriff's Office.

Councillor Vaughn said that MCCC was previously doing their own collections for electronic monitoring and was only collecting about 8%; then a vendor was brought in and part of their contract was to do the collections. He asked what the rate of collection is now. Mr. Dyson answered that they are roughly at about 40%. He said this amount is lower than any other area that the vendor handles, but he believes that part of that has to do with the size of Marion County and having leverage with the clientele. He said that he believes they must get on the front end and change the attitudes of the people in the program and help them develop the desire to pay. Councillor Vaughn asked if there are too many people on community corrections. Mr. Marendt answered in the negative, and stated that they want to be that alternative. He said that they are simply finding that there are more indigent and sliding scale offenders, so there will not be many fee collections.

Councillor Moriarty Adams asked what the stimulus funds were used for. Mr. Dyson answered that it was for the federal grant programs mentioned in the presentation. He detailed the programs as such:

- Vocational Education involves a staff member working with mostly home detention and some work release offenders to help them find a job. Also works with employers in the community to hire people with criminal records.
- Duvall Nurse prevents offenders from having to leave the facility and go to Wishard for minor ailments. This also helps cut back on failure to returns (FTRs).
- Substance Abuse Treatment provides funds for an electronic monitoring contract and includes a Justice Assistance Grant (JAG) for substance abuse treatment at the Duvall Center.
- Staff Training is about \$15,000 for new training of employees to receive some type of skill.
- Technical Rules Violation is for people who have violated a rule to be sent back to Duvall instead of sending them back to DOC. They are put into a stricter program as a last chance.

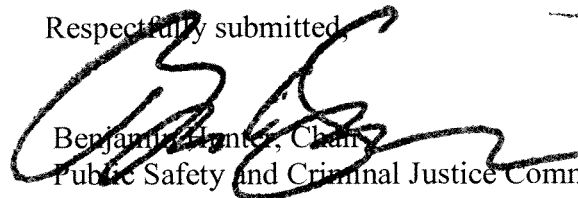
Councillor Oliver asked what the cumulative fees per resident are used for. Mr. Dyson answered that the fees collected are part of the User Fee Fund budget and are used for case management and other things to fund the program. Councillor Oliver asked if fees follow residents once they are released and if the fee amount is sent to a collection agency if not paid. Mr. Dyson said that the fees do follow released residents, unless it is a minimal amount. He said otherwise, it is typically taken before a judge, who can then award civil judgment for the balance owed. He said the civil paperwork is given to City Collections and they try to collect before sending it to an outside agency. Mr. Dyson said that they also try to work with people during the last 90 days of their stay at the center and try to work out a payment plan so that it is not immediately sent to a collections agency.

Councillor Scales asked what Mr. Marendt meant when he referred to abuse of the system. Mr. Marendt answered that it includes a multitude of things, but he was specifically referring to electronic monitoring.

Councillor Scales asked if the rise in population could be attributed to shorter jail sentences, early release or inmates being put off on Community Corrections. Mr. Marendt said that they work very closely with the jails and prisons to help alleviate overcrowding. He added that the Duvall Center is strictly for men, but they also have a contract with VOA, that has 35 women; a contract with the Craine House, that has six women with their children ages 5 and under; and a contract with Riverside for sex and violent offenders, that has 100 offenders. He said all of the facilities are full.

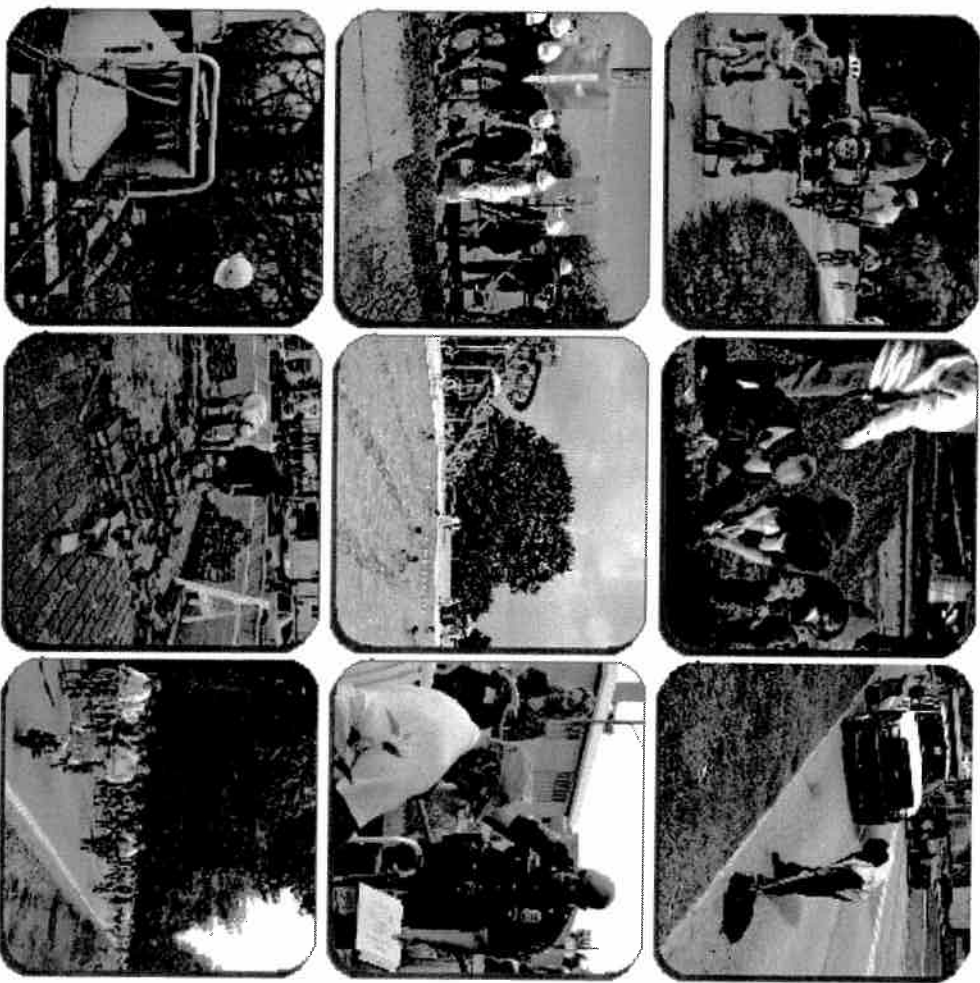
With no further business pending, and upon motion duly made, the Public Safety and Criminal Justice Committee of the City-County Council was adjourned at 8:34 p.m.

Respectfully submitted,



Benjamin Blanton, Chair
Public Safety and Criminal Justice Committee

BH/nsd



2011 Budget
for the
Consolidated
City of Indianapolis,
Marion County

Presented to the
Indianapolis-Marion County
City-County Council
8.23.10



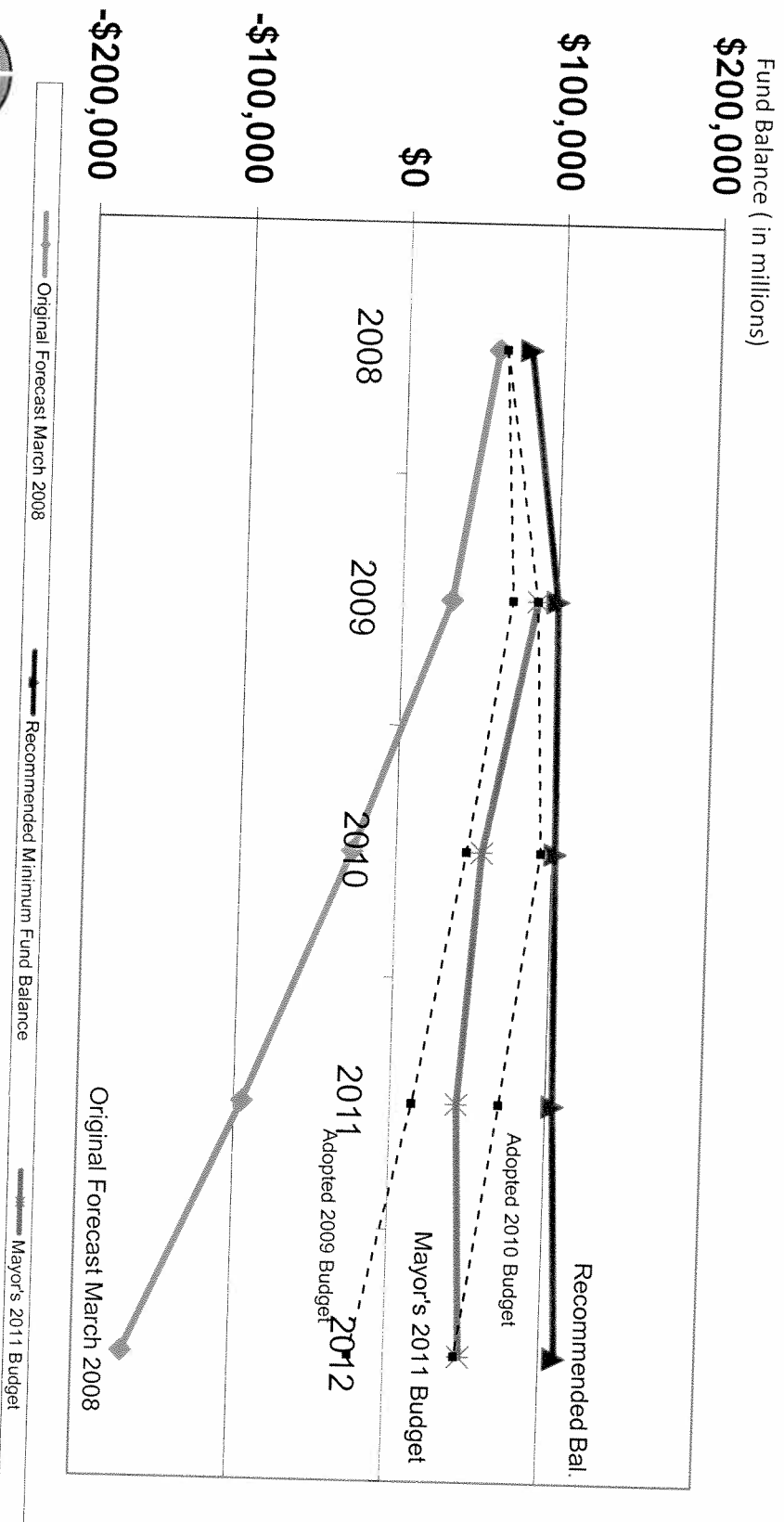
Mayor's 2011 Introduced Budget

David P. Reynolds, Controller
Presentation to Public Safety
Committee
September 8, 2010



Indianapolis
Gregory A. Ballard, Mayor

Importance of a Balanced Budget

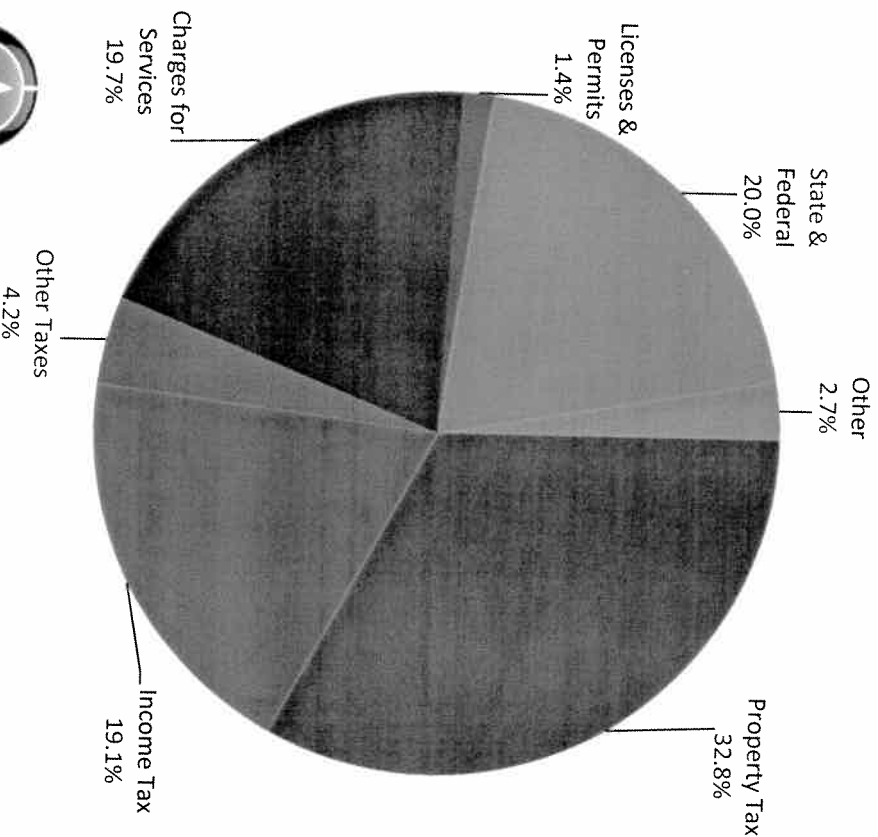


Indianapolis

Gregory A. Ballard, Mayor

2011 Projected Revenues

\$1.135 billion

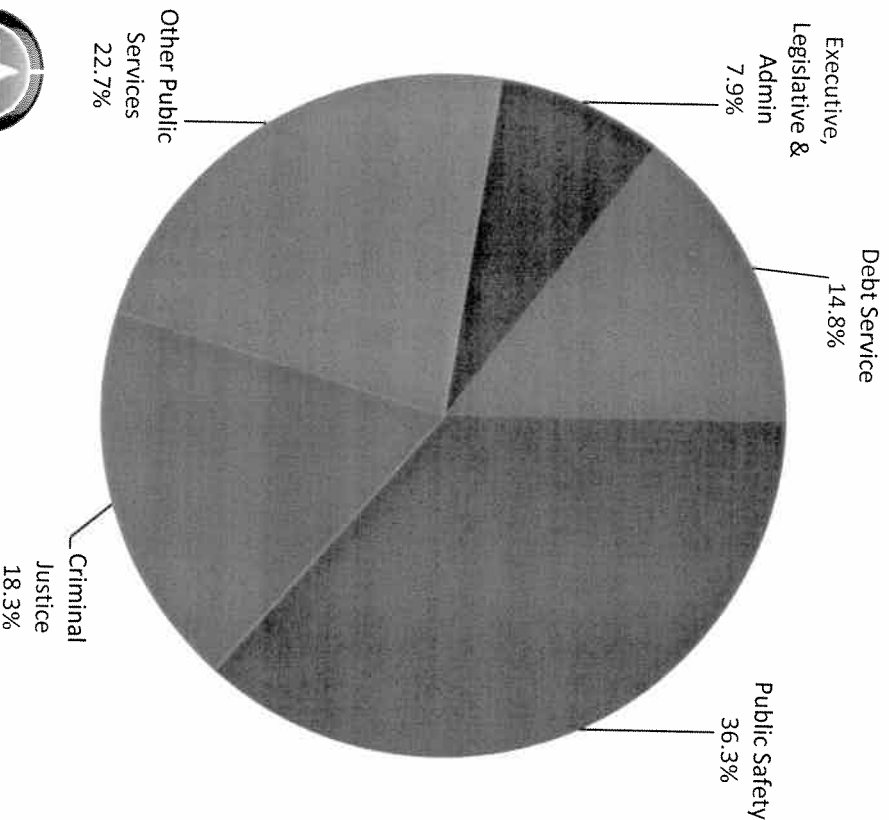


Indianapolis

Gregory A. Ballard, Mayor

- \$50 million loss of Income Tax Revenues
- 2009 Property Tax Collections were down \$26.5 million (8%)
- \$32.5 million loss due to Property Tax Circuit Breakers
- Used \$17.5 million of Rainy Day Fund

2011 Introduced Appropriations \$1.148 billion



- \$25 million removed from agencies' 2010 appropriations
- 2011 appropriations are 2% less than 2010
- 2011 appropriations nearly below 2008
- Many requests went unfunded



Indianapolis

Gregory A. Ballard, Mayor

How was a Balanced Budget Achieved?

- Improved processes for workers' compensation and unemployment (\$2mm)
- Fuel and maintenance savings from recent investment in new vehicles (\$2.3mm)
- EMS consolidation with Wishard (\$1.0mm)
- Consolidation of Probation Dept. (\$1.0mm)
- Crime Prevention Grants (\$2mm)
- 96 gallon trash carts (\$1mm)
- Focused base transportation funding at historic spending levels (\$7mm)
- Closure of CCB during late evening hours (\$0.6mm)



Indianapolis

Gregory A. Ballard, Mayor

What's Included in the 2011 Balanced Budget?

- Estimated circuit breaker impact of \$32.5mm
- Expansion of Code Enforcement Inspectors
- Consolidation of city accounts payable and payroll into the County Auditor's Office
- Consolidation of IT departments (Sheriff, MECA, DPW) into ISA
- Consolidation of MECA's communication staff into Dept of Homeland Security
- Funds \$1mm for the Arts
- Funding to the County Assessor to address appeals and new reassessment
- Improved mobile communications (air-cards) for IMPD police officers



Indianapolis

Gregory A. Ballard, Mayor

Additional Reductions in Preparation for 2012

- \$10mm Management Reserve
- Represents 1% of adjusted expenditures
- Strategic hiring and wage freeze
- Early retirement option with controlled refilling of positions
- Continued process improvement and consolidations (HR, auto-desk, etc..)
- The new financial system (ERP)



Questions?



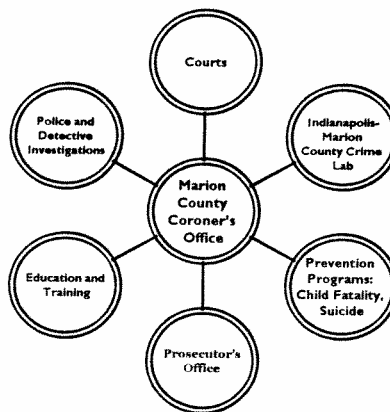
The Marion County Coroner's Office

2011 Budget Presentation
September 8, 2010

Coroner: Frank P. Lloyd, Jr., MD

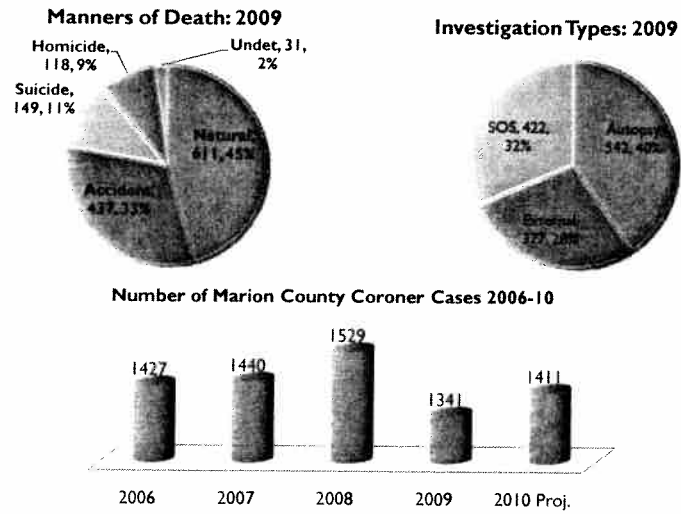
Chief Deputy Coroner: Alfarena T.
Ballew, MBA

Service to the Criminal Justice System

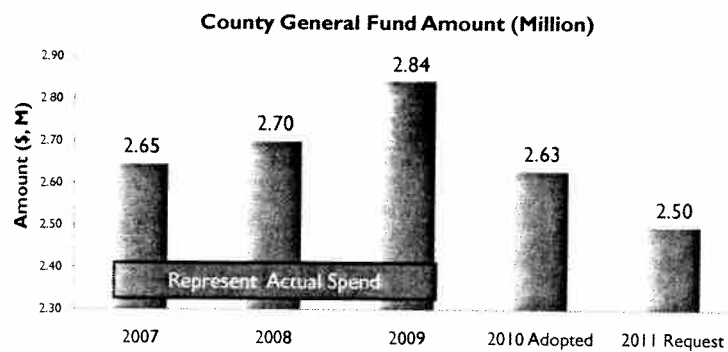


MISSION STATEMENT: It is our mission to serve all those who die in Marion County, their families and other associated agencies in the investigation of unusual and unexplained deaths. The Coroner's Office shall provide in a timely manner, an accurate completion of the Coroner Verdict and death certificate. The Coroner shall provide education, support, compassion and confidentiality for all decedent affairs.

Death Investigation Overview

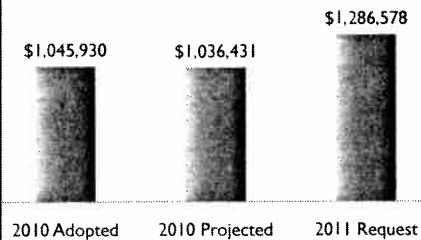


Budget Analysis

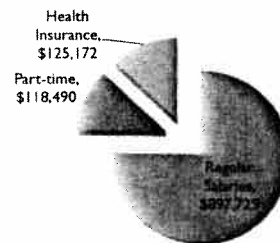


Character I: Personnel Services

Allocation for Character 01



Character I: Major Expenses



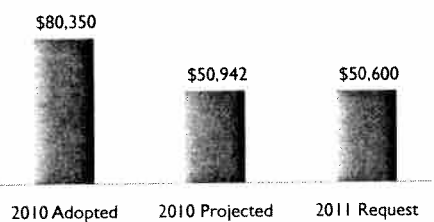
Comparative Analysis for Budget and Staff

CITY AND STATE	POPULATION	STAFF	ANNUAL BUDGET	DEATHS INVESTIGATED
DETROIT MICHIGAN	916,952	52	8 MILLION	4700 CASES
JACKSONVILLE FLORIDA	905,605	26	3.0 MILLION	1300 CASES
INDIANAPOLIS, INDIANA	795,458	26	2.8 MILLION	1500 CASES
SAN FRANCISCO CALIFORNIA	764,976	29	5 MILLION	1400 CASES
COLUMBUS OHIO	747,755	27	3.3 MILLION	1450 CASES

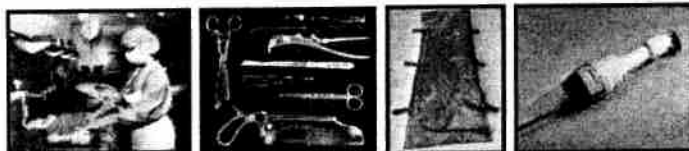
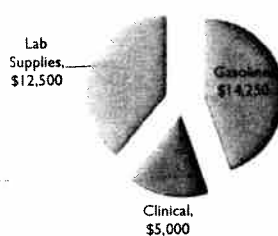
Marion County Coroner Office Is Far Below The National Budget And Staffing Average

Character 2: Supplies

Allocation for Character 02

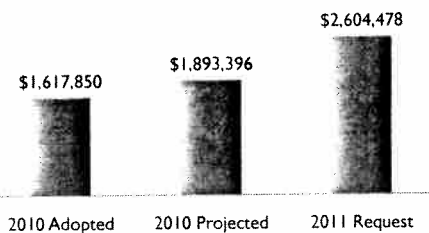


Character 2: Major Expenses

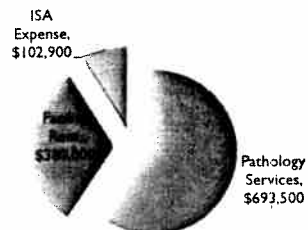


Character 3 : Other Services and Charges

Allocation for Character 03



Character 3: Major Expenses



Forensic Pathology, Toxicology, Infant Skeletal Surveys, and Histology

Major Budget Changes

- **Character 2 Overall 23% Decrease**
 - Fuel (25% Decrease)
 - Clinical and Lab Supplies (25%)
- **Character 3 Overall 12% Decrease**
 - Pathology/Autopsy Related Services (20%)

Revenue Sources

Facility Use	<ul style="list-style-type: none">• Autopsies for Indiana Coroners• Tissue Procurement
Research Projects	<ul style="list-style-type: none">• Partnership with Indiana University
Marion County Health Department Partnership	<ul style="list-style-type: none">• Provide Death Investigations on behalf of Health Officer
NIJ (National Institute of Justice) Grants	<ul style="list-style-type: none">• Research and Forensic Science Improvement Grants

2010 Accomplishments

Awarded NIJ's Coverdell Grant (\$124,000) for 2009-10

- Funds used to prepare for NAME (Natl. Assoc. of Med. Examiners) Certification
- Digital Archiving of all cases from 1999-2007
- Deputy Coroner and Autopsy Assistant Training
- Decedent (Body) Storage Rack System
- Funds used to support Forensic Fellowship Position

2010 Accomplishments 2

Submitted 3 additional NIJ Grant Proposals requesting \$2.1 Million

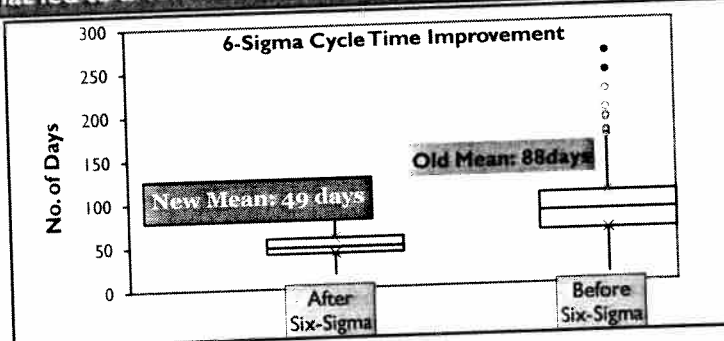
- Case Management Database and Barcode Tracking System
- Virtual Autopsy and Computer Assisted Death Investigation
- Forensic Science Training and Development and Delivery for Indiana Criminal Justice Professionals

2010 Accomplishments 3

Increased Partnerships for Research and Revenue Activities

Vendor and Contractual Re-negotiations; cost savings of \$100,000

Successfully implemented an office-wide lean 6-Sigma project that led to a 45% reduction in cycle time for death certificates



2011 Fiscal Goals

Seek Additional Grant Funding

Public Partnerships

Private Partnerships

Decrease Fuel Usage

Monthly Fuel Stipend

Decrease Personal Use

Energy Efficiencies

Update old equipment

Monitor Energy Usage



THANK YOU



Questions ??

Homicide Case

**Bullet
Identification**



Hit & Run Case

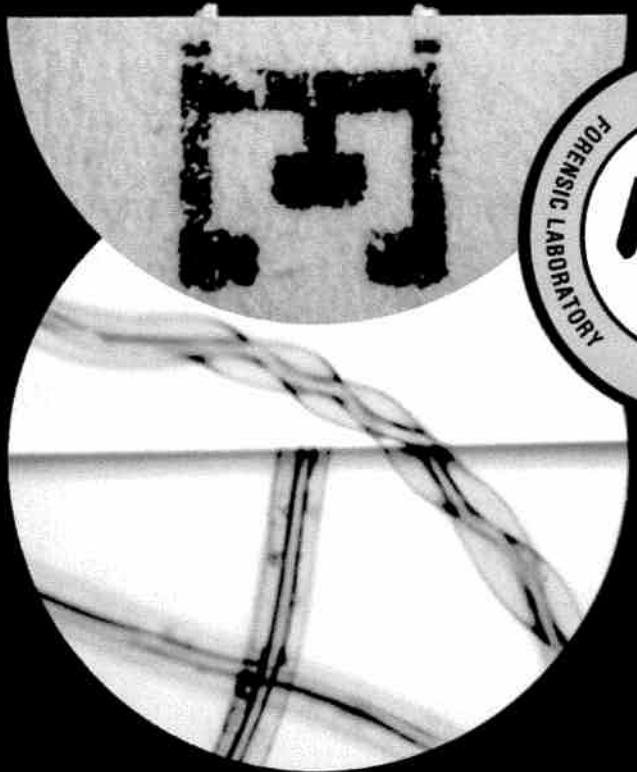
**Paint Chip
Identification**

**Typewriter Ribbon
Identification**



Forgery Case

**Carpet Fiber
Identification**



Rape Case





Indianapolis-Marion County Forensic Services Agency

I-MC Forensic Services Board

M. Medler
Laboratory Director

R. Blacklock
Deputy
Laboratory Director

L. Schultz
Forensic Operations
Unit Supervisor

B. Keller
Quality Assurance
Manager

J. Noile
Forensic Admin.
Unit Supervisor

J. Toms
For. Evid. Spec.

L. Ballinger
For. Evid. Spec.

R. Fullenkamp
For. Evid. Spec.

T. Banks
For. Evid. Spec.

W. Littrell
Custodian

Biology Unit

M. Amiad
DNA Unit Sup.
DNA Tech. Leader
CODIS Manager

D. Smith
Serology Section
Supervisor

R. McCurdy
Chemistry Unit
Supervisor

L. Harmless
FDE/Latent Prints
Section Supervisor

Criminalistics Unit

M. Putzek
Firearms Section
Supervisor

M. Wallace
Crime Scene Spec.
Section Supervisor

Crime Scene Unit

A. Sondgeroth
For. Evid. Tech.
Section Supervisor

T. Fishburn
DNA Analyst

S. Anderson
Serologist

L. McCready
Drug Chemist

D. Zauner
LP Examiner

R. Amberger
FA Examiner

M. Kouns
CS Tech. Leader

L. French
CS Tech. Leader

E. Charters
For. Evid. Tech.

S. Crispin
DNA Analyst

S. Joshi
Serologist

F. Palfi
Drug Chemist

D. Donnelly
LP Examiner

M. Cooper
FA Examiner

D. Lucas
CS Specialist

H. Liggett
CS Specialist

M. Schaler
For. Evid. Tech.

J. Peterson
DNA Analyst

S. Klassen
Serologist

P. Bowen
Drug Chemist

R. Donaldson
LP Examiner

T. Spears
FA Examiner

M. Smilko
CS Specialist

D. Toth
CS Specialist

M. Wilson
For. Evid. Tech.

S. Guy
DNA Analyst

P. Newman
DNA Analyst

D. Crawford
Drug Chemist

J. Green
LP Technician

D. Boxler
FA Examiner

K. Watts
CS Specialist

L. Redd
CS Specialist

Unfunded
DNA Analyst

S. Grammer
Serologist

G. Maxwell
Drug Chemist

R. Layton
LP Technician

J. Brooks
FA Technician

B. Raper
CS Specialist

L. Liebig
CS Specialist

Unfunded
DNA Analyst

D. Shaw
Trace Chemist

D. Wiggins
LP Technician

T. Patterson
FA Technician

L. Prater
CS Specialist

M. Leblanc
CS Specialist

Unfunded
DNA Analyst

K. Walton
Trace Chemist

Unfunded
LP Technician

M. Whit
CS Specialist

M. Hasly
CS Specialist

Unfunded
DNA Analyst

T. Atwell
Trace Chemist

Unfunded
CS Specialist

Unfunded
CS Specialist

Unfunded
CS Specialist

Unfunded
CS Specialist

Unfunded
CS Specialist

Accomplishments



- Trained IMPD ET's for burglary investigations
- Implemented new online request for analysis system for the IMPD Sex Crimes and Homicide Units
- Conducted forensic analysis on 919 gun cases during the first 6 months of 2010 - a 10% increase over 2009
- Drug cases up 14% over 2009
- CODIS hits up 60% over 2009 totals
- NIBIN hits at 312
- Process mapping in Crime Scene Unit, Chemistry, Firearms, and Latent Print Sections

The Value of Forensic Science



- *DNA match brings closure in cold case*
Indianapolis woman's 1989 slaying is the latest of several old homicides recently solved by scientific testing
- *A 15 year old Shortridge Junior High School student was found bound, raped, gagged and drowned in Fall Creek in mid-April, 1985. In 2001, an IMCFSADNA Analyst got a CODIS (Combined DNA Indexing System) hit on this cold case and the perpetrator was subsequently identified, convicted of rape and murder, and sentenced to 115 years in prison.*

The Value of Forensic Science



- *In late June 2006, a 15 year old Pike Township female was abducted after she got off the school bus and was walking toward her home. She was raped and sodomized repeatedly by her abductor. The crime scene was processed by an IMCFSA Crime Scene Specialist and latent fingerprints were recovered on the day of the incident. In July 2006, an IMCFSA Latent Fingerprint Examiner identified latent fingerprints which had been left at the scene by the suspect who was subsequently arrested by IMPD and charged with rape and criminal deviate conduct.*

Community Involvement



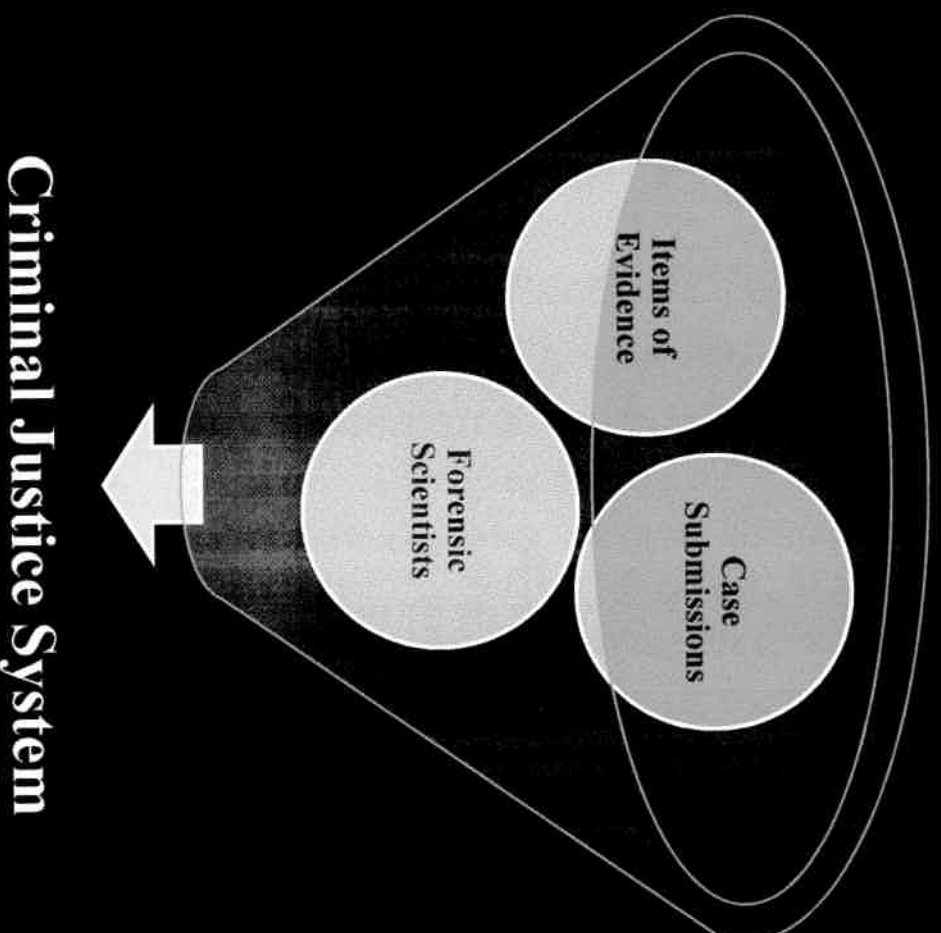
- Presentations/Tours - 1398 people
- Evidence Technician Course for IMPD and Butler Police Department
- Training held for MCPD
- Developed a new training program “Evidence Collection in the Emergency Room” that starts at two area hospitals this month
- CSS’s and Forensic Scientists participate in career days at colleges and high schools

Benchmark for all Casework



Reduce the backlogs in **all** forensic disciplines to ensure that all casework is completed within six (6) weeks of the request being made to the laboratory.

Case Backlogs are a Function of Case Submissions, Items of Evidence, and Forensic Scientists to Conduct Analyses



Criminal Justice System

Case Submissions



Items of Evidence

**2010 Evidence
Items = 48,843
projected**

**2009 Evidence
Items = 49,268**

**2008 Evidence
Items = 47,097**

**2007 Evidence
Items = 39,656**



DNA/Serology Case Submissions

2010 =
596/1051
projected

2009 =
644/1299

2008 =
313/692

2007 =
204/456



DNA/Serology Case Completions



2010 =
742/601
projected

2009 =
591/733

2008 =
305/593

2007 =
171/323

CODIS Hits



2010 = 43 (Aug. 23rd)

2009 = 56

2008 = 39

Since 2000 there have been 221 CODIS hits

Firearms Case Submissions



2010 =
694/2400
projected

2009 =
742/2567

2008 =
595/1312

2007 =
984

Firearms/NIBIN Case Completions



2010 =
636/2400
projected

2009 =
790/2567

2008 =
624/1266

2007 =
580/424

Latent Print Case Submissions



**2010 = 1162
projected**

2009 = 1269

2008 = 1376

2007 = 1370

Latent Print Identifications



**2010 = 327
projected**

2009 = 391

2008 = 304

2007 = 251

Budget History (Taxpayer Supported Funds)



<u>Year</u>	<u>Budget</u>	<u>Actual</u>
■ 2007	5,193,493	4,939,912
■ 2008	5,694,336	5,479,300
■ 2009	5,832,157	5,668,894
■ 2010	5,722,289	
■ 2011 (request)	5,719,014	

Proposed 2011 Budget



<u>Character</u>	<u>Cnty/Gen/PST</u>	<u>Grants</u>	<u>Total</u>
▪ 01	4,842,608	199,858	5,042,466
▪ 02	327,193	170,700	497,893
▪ 03	474,213	446,760	920,973
▪ 04	<u>75,000</u>	<u>194,750</u>	<u>269,750</u>
	\$5,719,014	\$1,012,068	\$6,731,082

Staffing



- 2008 = 68.6
- 2009 = 68.6
- 2010 = 68.6
(3 FTEs not funded)
- 2011 = 68.6
(6 FTEs not funded)



Indianapolis-Marion County Forensic Services Agency

2010 Business Plan

MISSION STATEMENT:

The Indianapolis-Marion County Forensic Services Agency (I-MCFSA) shall provide forensic services to the Marion County Community by supporting the needs of the Criminal Justice System. The forensic services provided shall be built on a foundation of quality, integrity, accountability and ethics. All I-MCFSA personnel shall strive to meet forensic needs of today and into the future in all their work endeavors.

I. ADMINISTRATIVE/QUALITY ASSURANCE GOALS

- A. ASCLD/ISO Accreditation compliance with Uncertainty of Measurement requirements by October 2010.
- B. Process map additional units at the IMCFSA.
- C. Increased management networking with, and education of, Marion County judges/prosecutors.
- D. Increased training for all Indianapolis/Marion County law enforcement agencies regarding laboratory services.
- E. Continue to publish a "newsletter" each quarter to inform our customers of new forensic information updates.
- F. QA Manager to assess other laboratories as a member of an ASCLD/LAB assessment team.
- G. Continue to implement opportunities found during process mapping of the Serology and DNA units.
- H. Continue search for new crime lab space.

CHANGES

- A. Quality Assurance Manager to continue working toward compliance.
- B. Hire Brazos Group to work with the Deputy Director and QA Manager to internally process map various sections if grant funding allows. If grant funding is not available, invite the MFRC to host process mapping and encourage others from outside the lab to learn/join in the mapping exercise.
- C. Conduct short training sessions for the judges, perhaps as their schedule permits.
- D. Conduct training for prosecutors and law enforcement officers both internally and externally.
- E. Assign supervisors with quarterly responsibility for the "newsletter" articles. Write articles for the newsletter as needed.

- F. QA Manager to make application to become an assessor and begin taking assignments.
- G. Continue to push for implementation of identified opportunities and track success.
- H. When new crime lab space is identified work with a forensic architect on design efficiencies.

IMPEDIMENTS

- A. Slowly gaining understanding of the requirement for Uncertainty of Measurement.
- B. Grant funds may not be provided for process mapping and the MFRC will only support one event.
- C. Potentially limited receptivity by judges. Other immediate interests (i.e., pending casework) taking precedence over training.
- D. Training in most cases is driven by the various agencies and in some cases is not a priority.
- E. Casework takes precedence over writing newsletter articles.
- F. None.
- G. Budgetary constraints may not allow for implementation of some opportunities.
- H. Budget constraints.

II. FORENSIC ADMINISTRATION GOALS

- A. Develop, monitor, and maintain employee training, to include new employee orientation, along with newly required annual training per FLSA/FMLA.
- B. Continue to monitor all phases of grant management to include solicitation, acquisition, and expenditures, and report requirements to ensure compliance with NIJ and NFSTC assessments.
- C. Update scanning capabilities for the submission and release of outside agency evidence.
- D. Create an evidence submission/release schedule for all outside agencies.
- E. Complete the digital storage process for all files previously scanned by Xerox.
- F. Establish a training program to allow Forensic Evidence Specialists the opportunity to observe other laboratory's procedures as it pertains to the maintenance of evidence and use of Justice Trax.
- G. Continue to develop procedures to decrease the forensic scientist's time in retrieving evidence from the IMPD Property Room.

- H. Develop additional evidence storage space.
- I. Establish a training schedule for Forensic Evidence Specialists to increase their knowledge base when accepting evidence for various sections within the laboratory.
- J. Develop a process to track the status of evidence in laboratory evidence rooms to determine progress, cancellation, etc.
- K. Transfer all paper grant documents to electronic format, in order to easily provide information during NFSTC assessments, and to reduce the amount of paper used.

CHANGES

- A. Develop additional and/or update the current refresher training program for laboratory staff.
- B. There are no changes as this is an ongoing project.
- C. Identify and acquire appropriate scanners.
- D. Developing a schedule with outside agencies in order to ensure their evidentiary needs are met while reducing the amount of time spent with the current process.
- E. Establish proper procedures in order to ensure all case files are properly scanned and verified.
- F. Contact other laboratories in the tri-state area, to establish the possibility of visiting the laboratory.
- G. Contact various supervisors to develop a procedure for transition of evidentiary responsibility.
- H. Determine the need of various sections to ensure additional space for evidence is allocated, based on need.
- I. Determine the various types of evidence received and identify the section involved. Schedule "in-house" training for Forensic Evidence Specialists in laboratory sections.
- J. Establish a regular schedule for inventory and establish process to determine status of evidence as it pertains to requests.
- K. Determine process to incorporate into grant activity schedule.

IMPEDIMENTS

- A. Training will take away from the employees work day.
- B. Training time taken to ensure all new NIJ regulations and guidelines are incorporated to the laboratory's grant management program. Delegation of certain duties to the Forensic Evidence Specialists will result in time management in all areas of Forensic Administration.

- C. Costs associated with scanners and minimal training for the Forensic Evidence Specialists
- D. The time allotted to the project, along with the difficulty in ensuring all agencies are scheduled appropriately and on a regular basis.
- E. The amount of time spent for the input and quality control verification for each file. Costs associated with overtime as the project has a deadline.
- F. Establishing a network of laboratories to schedule visits and observation of LIMS, and evidentiary procedures. Time allotted for observation. Costs will be associated but should be minimal due to the close distance of laboratories.
- G. Conduct meetings with each supervisor to ensure a smooth transition. The time allotted to complete training of Forensic Evidence Specialists after procedures have been determined.
- H. Time allotted for the entire project, from the planning stages to the completed project. Costs associated with remodeling the area.
- I. The amount of time spent by section employees to conduct a training session to ensure proper preservation of evidence. Time spent away from section for the Forensic Evidence Specialists.
- J. Time allotted to develop the process and incorporate it into the regular workload.
- K. The amount of time spent to scan current grant files. Developing a system to ensure all future documentation is stored appropriately.

III. OPERATIONS GOALS

- A. Test and implement all modules related to the ERP project.
- B. Monitor all grants to ensure compliance for future audits to include the NFSTC grant progress assessment.
- C. Continue the development of the I-MCFSA web site to include customer service comments and video
- D. Continue the "paperwork reduction" program via LIMS and Document Management software.
- E. Redesign the lab's form system. This will also include the conversion of additional lab forms to an online version.
- F. Implement online request card submission system.
- G. Complete agency Improvement Project.
- H. Design and implement a case packet digital storage system.
- I. Expand the usage of Crystal Report availability to our customers.

CHANGES

- A. All procedures related to budget, payables, receivables, grants, purchasing, timekeeping, human resources, payroll will be modified.
- B. Changes associated with current case documentation.
- C. Modification to current network storage structure.
- D. Training and modification to LIMS input procedures.
- E. Training to our staff on digital document retrieval procedures.
- F. Train front office on how to scan and store digital case packets.
- G. Identification of data needs and training for our customers.

IMPEDIMENTS

- A. Massive amount of time required to implement ERP system and associated changes.
- B. Time and desire to learn how to retrieve statistical information and how to use the data.
- C. Resistance to change by personnel to move away from current procedures.
- D. Learning new procedures associated with the new version of Web Management software.
- E. LIMS committee members lack of time to devote to learning LIMS system capabilities.

IV. FORENSIC BIOLOGY GOALS

- A. Implement a new Biological Evidence Submission Tier Policy.
- B. Train and bring online newly hired Forensic Scientists in the DNA and Serology Sections.
- C. Complete Minifiler, Quantifiler Duo, Bluestar, Spermfinder, HemDirect and robot assisted DNA quantification and PCR set up validation studies.
- D. Bring completed validations online. Administer competency tests to all DNA and Serology analysts in the completed validations.
- E. Outsource selected cases to an accredited vendor.
- F. Develop Laboratory's mass fatality response and identification plan.
- G. Evaluation of new saliva detection technology.

CHANGES

- A. Biological Evidence Submission Tier Policy requires additional contact with the submitting officer.
- B. Implementation of structured training program for newly hired Forensic Scientists.
- C. Document validation studies as per requirement of the DNA audit document and implement new protocol for casework.
- D. Documentation of serological validation studies and implementation of the validated techniques in forensic casework.

IMPEDIMENTS

- A. Resistance to changes made in Biological Evidence Submission Policy.
- B. New validations, plans and automation create a need for new protocols which takes away from bench time.
- C. Outsourced cases still need “tech reviews” which is time consuming.
- D. Limited laboratory space will create potential contamination issues and the addition of forensic scientists will only exacerbate the problem.
- E. The proposed scanning of casework documents into the laboratory information management system will further reduce available bench time.

V. FIREARMS GOALS

- A. To maintain a manageable backlog and keep aged cases below the lab standard of 42 days.
- B. To continue to provide educational opportunities to law enforcement, judicial personnel and other sections in the laboratory.
- C. To address concerns of laboratory management and the law enforcement community regarding all requests for rush analysis.
- D. Increase awareness of the value of footwear/tiretrack examinations.
- E. Begin the process of certification for all Firearms Examiners in the field of Firearms Identification.
- F. Educate the law enforcement community about the value of NIBIN.
- G. Train new Toolmark and Footwear/Tiretrack Examiners.
- H. Develop “Ethics and Daubert” training courses for new employees.
- I. To properly train a new Firearms Technician for the smooth transition of duties with the pending retirement of an IBIS Technician.

CHANGES

- A. Travel to Marion County agencies to discuss the types of Firearm/Toolmark Section examinations that can be performed.
- B. Encourage agencies within Marion County that are not utilizing the Firearms Section to submit cases due to a faster turn around time.
- C. Implement a new training program for new Toolmark and Footwear/Tiretrack Examiners.
- D. Upgrade and install two new Brass-Trax systems to replace the NIBIN Heritage system.
- E. Expand services to include entry of new calibers into NIBIN (ex: 223 caliber and 25 Auto).
- F. Conduct research projects for publication, court purposes, etc.
- G. Begin using some of the day to devote to this training.
- H. Course development time needed for implementation of training program.
- I. Train a new Firearms (NIBIN) Technician

IMPEDIMENTS:

- A. Large amounts of unused comp time and vacation time may restrict the sections ability to maintain throughput time at 42 days.
- B. Submitting agencies may limit their commitment to train in identifying overlooked evidence such as toolmarks, footwear, and tiretracks.
- C. Oftentimes, law enforcement agencies overload the section with multiple inter-comparison cases which in turn paralyze the section.
- D. Decreased throughput time leads to multiple requests by customers to "rush" analysis which delays the completion of other cases.
- E. The IMPD Property Room struggles to provide evidence in a timely manner. This holds up analysis leading to increased throughput time or may completely nullify the NIBIN hits.
- F. Lack of case triage by the prosecutor's office or requesting agency to address cases in a timely manner resulting in "rush" analysis or an inability to complete the examination.
- G. Freeing up enough of the examiner's time to conduct the training.
- H. Funds are limited for the AFTE certification tests/process.
- I. Lack of communication and cooperation by submitting agencies regarding questions/e-mails sent by forensic scientists that would improve results and narrow the scope of open ended requests.

VI. FORENSIC DOCUMENTS GOALS

- A. Continue to encourage Marion County agencies to submit additional cases due to new and/or improved exam types with a faster turn-around time.
- B. Continue assisting ISP with review of QD cases due there being only one qualified examiner currently
- C. Continue to reduce the backlog in the QD Section.
- D. Continue to submit articles to the Focus Newsletter with pertinent ideas in Documents.
- E. The Latent Print Supervisor will continue training in processing of additional items to help reduce latent print processing backlog.

CHANGES

- A. Increased outside interaction to facilitate meeting with county agencies. Make contact with agency submitters as they come into the lab.
- B. Reduction in turn-around time will cause a decrease in the amount of time from submission to results.
- C. Train with Latent Print Examiners/Technicians on print processing of various items.

IMPEDIMENTS

- A. Potential lack of time and interest on their parts.
- B. QD Cases may increase beyond the ability/capability of the single examiner.
- C. Space constraints for QD and QD equipment still an issue.
- D. Budget shortfalls may affect ability to purchase new equipment.

VII. LATENT FINGERPRINT GOALS

- A. Begin working IMPD Latent Print comparison cases on an as needed basis.
- B. Obtain an additional AFIS system.
- C. Acquire portable work stations and portable notebooks for the Technicians.
- D. Acquire a new high-end printer for the examiners.
- E. Attempt to add an additional LP Technician.
- F. Continue to submit articles to the Focus Newsletter with pertinent ideas in Latent Prints.

CHANGES

- A. With backlog reduction in exam cases and increase in cases for IMPD Latent Print Examiners there needs to be a program for sharing cases on an as needed basis.
- B. Train new LP Technician and Supervisor to process cases requires time.
- C. With the constant increase in latent print case submissions in processing, an additional Latent Print Technician may be beneficial – also may prove beneficial to train supervisor in printing processes of different items.
- D. Train LP Technicians to use tablets for note taking as they are working on cases via portable workstations.

IMPEDIMENTS

- A. The costs of additional equipment i.e. portable workstations, tablets, additional AFIS and hi-end printer.
- B. Continued high submission of LP casework while training new personnel – training of supervisor for processing additional items may be a slow process while still performing duties as supervisor and Forensic Document Examiner.
- C. Limitations of space for an additional technician – perhaps alternate shift.
- D. The costs of additional AFIS equipment and maintenance may prove costly in the long run.

VIII. FORENSIC EVIDENCE TECHNICIAN GOALS

- A. Train one FET in “forensic audio”.
- B. Advance technician skills on digital imaging technology and enhancements.
- C. Attend additional training for Video Analysis to become more familiar with the constantly changing field.
- D. Maintain good communication with the Marion County Coroner’s Office to be aware of the daily cases.
- E. Research and purchase the equipment necessary to work forensic audio cases.

CHANGES

- A. If training is received in forensic audio we will begin to work cases in this area.
- B. Research possible upgrades to the Video Analysis software and Avid system.
- C. Work towards making the FET Unit as paperless as possible.
- D. The Crime Scene Unit will transition to new camcorders that will change FET Unit procedures of uploading the videos.

IMPEDIMENTS

- A. Budget constraints may limit the amount of forensic video and audio training we can receive.
- B. Improvement in digital imaging will depend on the training classes available.
- C. A fully staffed forensic video unit with IMPD will reduce the need for video cases.
- D. Forensic Evidence Technicians encounter different operations at area hospitals while collecting sexual assault kits.

IX. CRIME SCENE UNIT GOALS

- A. Obtain and equip new Crime Scene Vans.
- B. Conduct additional "at scene" and "internal" audits to improve the overall quality of crime scene investigations performed by the CSU personnel.
- C. Continue to upgrade equipment and train all CSS's on its use.
- D. Train additional CSU personnel in the use of luminal, hemastix and bloodstain pattern evidence collection.
- E. Develop an In-service training program for all CSU personnel.
- F. Complete training on Map Scene Systems.

CHANGES

- A. New Crime Scene Vans should improve response and delivery of equipment/supplies to crime scenes.
- B. Supervisory audits of crime scene case work will improve crime scene investigations by CSS's through identified training/equipment needs.
- C. New equipment will require training/accreditation standards being added to the CSU training manual.
- D. Training additional CSU personnel in blood stains and use of luminol will expand resources for our customers.
- E. In-Service training will improve the skills of all the CSS personnel to include use of Map Scene Systems.

IMPEDIMENTS

- A. New Crime Scene Vans create parking/space issues at the current lab.
- B. New equipment will force CSU personnel to learn different methods of conducting an investigation at a crime scene.
- C. CSS's may be limited in their ability/desire to work blood stain cases.

- D. CSU personnel may be challenged for time when working crime scenes and adding new in-service training programs.

X. DRUG AND TRACE CHEMISTRY GOALS

- A. Perform all proficiency tests correctly and timely.
- B. Attempt to develop ways of reducing the tremendous amount of e-mail time and paperwork (real and electronic) required for the drug spot testing program. Along with this, a prioritization system needs to be developed for outside agency cases.
- C. Implement an electronic spreadsheet of the ignitable liquid, fiber and hair reference collections.
- D. Increasing the productivity of the Trace Chemists by developing better communication with the customers.
- E. Identify the customer base for the analytical services provided.
- F. Use the new Nicolet FT-IR with an ATR to help speed up testing.
- G. Provide interesting and informative articles for the I-MCFSA quarterly "newsletter" articles.
- H. Investigate the implementation of professionally recognized certification, ABC, for the staff of the Chemistry Unit.
- I. Attempt to get all personnel in the unit to attend professional training during the year 2010.
- J. Development of a training syllabus for each discipline in the Chemistry Unit. This syllabus is to contain a detailed training schedule and a summary of all training costs.

CHANGES

- A. Assign Chemistry Unit staff to conduct proficiency testing at the Property Room for the Q/A and Q/C of the presumptive drug testing program. Increase testing to biannually (Jan. and July) in 2010.
- B. A new chemist was trained for Drug Chemistry who was an experienced I-MCFSA employee familiar with I-MCFSA evidence handling, report writing and general QA policies.
- C. As the I-MCFSA teaches the customers the capability of the Trace Section, the requests for analysis can be more directed. By eliminating the meaningless tasks and focusing on proper aspects of each case the forensic scientists can be more productive.

IMPEDIMENTS

- A. Costs for training personnel in Drug Chemistry.

- B. ASCLD/LAB International requirements did create much additional paperwork for personnel. As accreditation is a "living" process, continued modifications take up resources.
- C. While the Trace Chemistry backlog in hair cases was greatly reduced in 2009, the section is still running 20 days to complete a hair case. Getting evidence and getting a detective or prosecutor to communicate have been sticking points.
- D. Instrument maintenance which is considerable for this section takes away from bench time.
- E. Large amounts of vacation time are earned by the Chemistry staff this restricts the sections ability to reduce throughput time and do projects.
- F. Last minute requests by the prosecutor's office to "rush" analysis which delays the completion of other cases.
- G. Budget shortfalls may affect ability to provide training.



Indianapolis-Marion County Forensic Services Agency 2009 Annual Report

2009 Forensic Services Board

Michael Spears
Chairman
Chief, Indianapolis
Metropolitan Police
Department



Frank Anderson
Marion County Sheriff



Billie Breau
Marion County Auditor



Dr. Frank P. Lloyd, Jr.
Marion County Coroner



Joseph Bono
Mayoral Appointee
Adjunct Professor
IUPUI Forensic and
Investigative Sciences
Program



Dr. Sam Nunn
City-County Council
Appointee
Professor, IUPUI School
of Public and
Environmental Affairs



We are grateful for the dedication and wisdom of our Forensic Services Board. In spite of their busy lives, filled with other responsibilities, they selflessly gave of their time to serve in 2009.



Indianapolis-Marion County Forensic Services Agency 2009 Annual Report

Michael Medler
Laboratory Director

The Indianapolis-Marion County Forensic Service Agency will soon commemorate its twenty-fifth year of operation. Since the lab's inception, many things have changed over the years.

The Indianapolis-Marion County Forensic Services Agency (I-MCFSA) was formed in 1985 by City-County General Ordinance no. 48 and was Marion County's first Uni-Gov organization, providing services to both the City of Indianapolis, the Marion County Sheriff's Department and all other Marion County law enforcement agencies (i.e. Speedway, Lawrence, and Beech Grove Police Departments). The I-MCFSA began with approximately twelve (12) Forensic Scientists and administrative staff from the Indianapolis Police Department Crime Laboratory; ten (10) evidence technicians were also assigned to the newly formed lab from the police ranks of the Indianapolis Police Department and Marion County Sheriff's Department to handle crime scene processing. The majority of the officers assigned were experienced evidence technicians in their respective departments and were actively performing those duties when the new lab was formed.

The forensic services provided were limited in terms of variety and scope in 1985. Much of this was due to the fact that some areas were not yet invented, available, or had not been applied to the field of Forensic Science, i.e. DNA Analysis. At that time, it was not yet possible to identify individuals based upon biological material left at crime scenes.

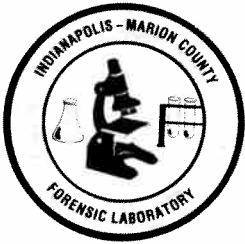
The I-MCFSA moved a block south, from IPD headquarters to laboratory space in the new portion of the Marion County Sheriff's Department/Jail, in December of 1985. Much of this was due to the efforts of then Marion County Coroner, Dr. Dennis Nicholas, and Marion County Prosecutor, Stephen Goldsmith (who later became Mayor of Indianapolis) - both of whom stood to benefit from a modern, full-service crime laboratory serving only the citizens and law enforcement personnel of Marion County. In prior years, Marion County casework, which could not be handled at the IPD Crime Laboratory, took a place in the long queue at the Indiana State Police or FBI forensic laboratories - which was a major factor in the creation of the I-MCFSA. The new lab space was roughly 8500 square feet, a figure which is well under what is recommended per Forensic Scientist by today's standards. While the I-MCFSA still operates in this space, additional space has been added over the years as the lab grew in size and mission. Today the lab operates in roughly 24,000 square feet in three locations and has virtually reached the limit of what can be accomplished in this space.

The lab's budget for the first full year of operation in 1986 was a mere \$662,000 - a figure which is somewhat misleading in that the ten Crime Scene Specialist salaries were still covered by IPD and MCSD. The lab budget and caseload have increased significantly over the years with the addition of staff members, new services and advancing technologies. An overall laboratory improvement plan was instituted in 2005-2006 which was again aided by city/county leaders with additional funding, equipment and staffing for improved case throughput. While the lab works on any type of criminal case, serious crimes are a major portion of the caseload. According to the FBI's Uniform Crime Report for 1985, there were 52 homicides, 346 rapes, and 2,422 aggravated assault cases - or a total of roughly 4,600 violent crimes in Indianapolis during that year. IMPD Uniform Crime Report data for 2008 showed 114 homicides, 468 rapes, and 5,153 aggravated assaults - or a total of over 9,700 violent crimes. While laboratory caseload data for 1985 is not available, the I-MCFSA worked over 13,000 cases in 2009.

The lab was not accredited by the American Society of Crime Laboratory Directors/Laboratory Accreditation Board in 1985. This body had recently been formed and had accredited only a few laboratories by that time. The I-MCFSA gained ASCLD/LAB Accreditation in 2001 and was honored to be the lab with the first accredited Crime Scene Unit in the world. The lab gained ASCLD/LAB-*International* Accreditation in 2007 and is currently the only crime lab accredited to these standards in the State of Indiana.

On behalf of our full service and dedicated staff at the I-MCFSA, it has been a pleasure working for the citizens and law enforcement agencies of Marion County over the years. We look forward to the opportunities and challenges that lie ahead in the coming years.

Michael M. Medler
Laboratory Director



Indianapolis-Marion County Forensic Services Agency 2009 Annual Report

Overview

The I-MCFSA (Crime Lab) began operations in 1985, providing services to all law enforcement agencies in Marion County. The Crime Lab provides scientific testing on items of evidence recovered in criminal cases by its own Crime Scene Specialists, Forensic Evidence Technicians working in the Marion County Morgue, and any other police investigator working a crime that occurred in Marion County, Indiana. Forensic analysis is conducted in the fields of Drug and Trace Chemistry, Latent Fingerprints, Serology & DNA Analysis, Firearms, Toolmark, Footwear & Tiretrack Comparisons, Forensic Documents, Photography, Videography and Digital Imaging. The laboratory provides expert testimony in these areas when requested.

***Indianapolis Police Department
Crime Lab, 1981 - Where the
I-MCFSA Began
(4 employees depicted are still on staff
today)***



Staffing

The I-MCFSA is authorized 68.6 full time equivalent employee positions. This number is equal to the 2008 staffing level however, three (3) open positions remained unfunded during 2009: two (2) DNA Analyst positions and one (1) Crime Scene Specialist position.

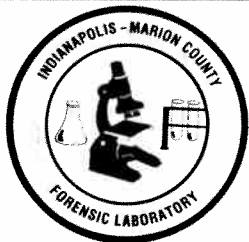
Caseload

Over 49,000 items of evidence were received and 13,467 cases were completed by the Crime Lab in 2009. Some areas experienced a substantial increase in case submissions: Serology, up 87%; and DNA Analysis, up over 100%. Grant monies for outsourcing helped with backlogs during the year in spite of the increased demand for services in these areas.

The IMCFSA is still working toward a goal of an average six-week turnaround in each laboratory section. While work remains, progress was made in reaching this goal during 2009, with the exception of Serology and DNA where the demand for services far outweighed resources.

On the Cover

Photomicrographs of comparisons depicting (clockwise from upper left): a bullet identification - bullet from victim on right, test-fired bullet on left; a paint chip identification - paint chip from scene of hit & run on left, sample from suspect vehicle on right; a typewriter ribbon identification - typewriter ribbon on left, counterfeit prescription on right; and, a nylon carpet fiber comparison - fibers from victim's clothing on left, sample from suspect's home on right.



Indianapolis-Marion County Forensic Services Agency 2009 Annual Report

Firearms Technician Conducting a Firearm Function Test

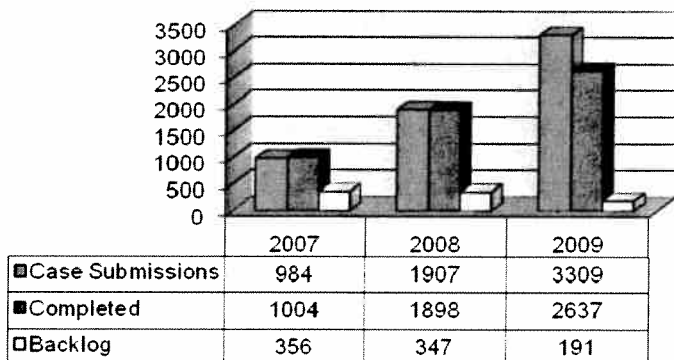


Criminalistics Unit Firearms Section

The Firearms/Toolmarks Section test-fires weapons, compares ammunition components to suspected weapons, compares bullets and cartridge cases from different crimes, compares toolmarks left at crime scenes with suspected tools, and, compares shoe and tire impressions from crime scenes with suspected shoes and tires. This section uses the Integrated Ballistics Information System (IBIS) – a tool which digitizes the unique markings left by firearms on ammunition components for upload to a regional database which can be run internationally – an investigative tool linking evidence from various crimes involving firearms. Sixty-three (63) “hits,” or links between ammunition components and firearms or ammunition components in different cases were made during 2009, bringing the total “hits” in this laboratory to 286 since the installation of this technology.

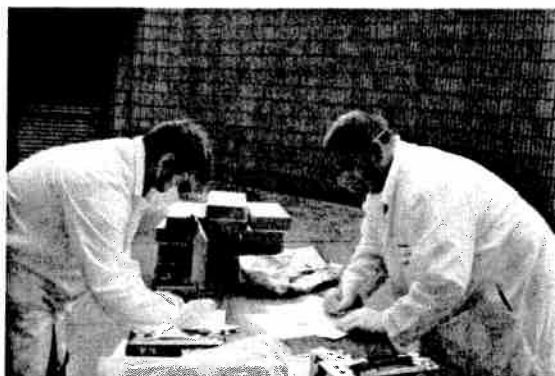
The staff of the Firearms Section consists of six (6) Firearms Examiners, one of which supervises the section, and two (2) Firearms Technicians. The chart below depicts Firearms Section casework activity in recent years.

Firearms Examinations/NIBIN



Note - the 2008 & 2009 statistics include lab-generated NIBIN cases which were not counted in previous years unless they resulted in a “hit.”

Logging in Weapons Submitted for DNA Analysis & NIBIN Entry

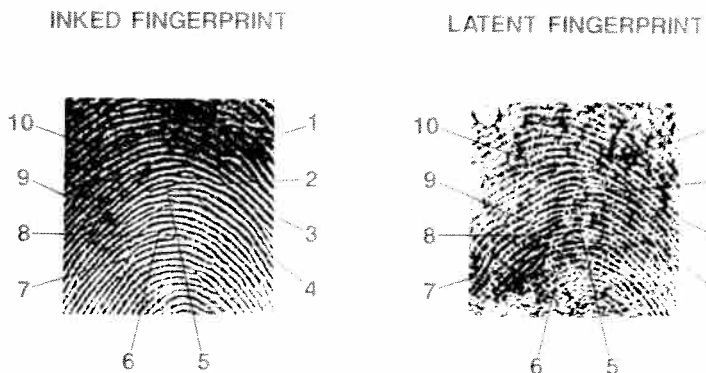




Indianapolis-Marion County Forensic Services Agency 2009 Annual Report

*Chart Depicting the
Identification of a Latent
Print*

Criminalistics Unit Latent Fingerprint Section



Latent prints are invisible replications of the details found in the friction ridge-covered skin on the fingers, palms, toes and soles of a person's feet. This detail is made visible with various processing techniques: dusting with powders, the application of chemicals, and specialized lighting techniques. Once the print is visible it must be preserved by the use of photography, the application of tape, or some other means so that it might be examined and compared.

The I-MCFSA employs four (4) Latent Print Technicians who process items using various techniques, depending upon the surfaces and composition of the evidence. They capture any ridge detail which becomes visible, generally through the use of digital photography or by making powdered ridge detail stable with adhesive tape. The lab's Crime Scene Specialists also employ the same latent print processing and preservation techniques when at crime scenes, or on evidence brought to the laboratory.

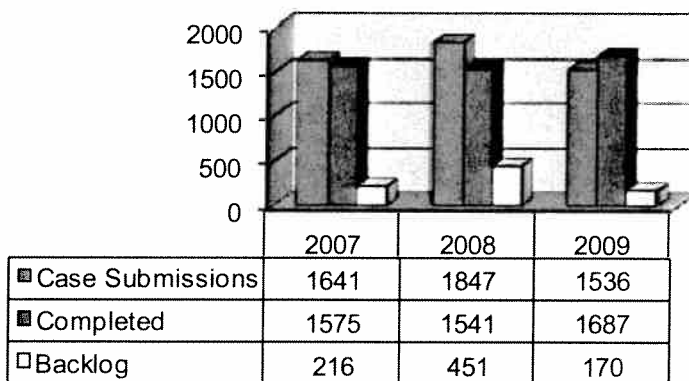
The preserved ridge detail is then transferred to a Latent Print Examiner whose job is to examine the detail and determine if it is identifiable, and if so, who deposited it at the scene or on the item of evidence. The I-MCFSA employs three (3) Latent Print Examiners.

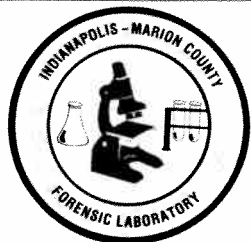
Latent prints are compared to suspects named as a part of the investigation or run through the Automated Fingerprint Identification System (AFIS) if suspects are unknown. AFIS is a database which contains the digital replication of known prints of convicted felons and other people (i.e. criminal justice system employees) as determined by the jurisdiction who owns the system. AFIS makes a digital comparison between unknown latent prints and the known database prints and produces a list of individuals whose prints may match the unknown evidentiary prints. The Latent Print Examiner must still make a side-by-side comparison between the known and unknown prints in order to identify or exclude individuals as having left the latent print, regardless of the AFIS results.

AFIS is also used to store unidentified evidentiary latent prints and continually compares them against the known database as it expands. The system notifies an examiner regarding any potential "hit," or possible match between the unknown prints and known prints of people being added to the database.

A total of 374 subjects were identified on latent prints developed by the Crime Lab during the year, a good portion of which resulted from serious crimes.

Latent Fingerprint Processing & Comparison

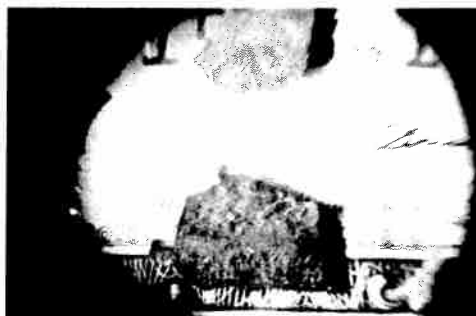




Indianapolis-Marion County Forensic Services Agency 2009 Annual Report

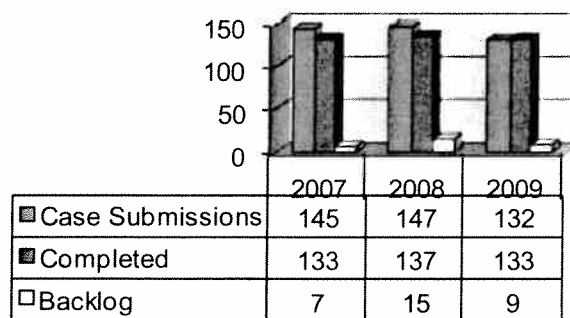
Criminalistics Unit Forensic Documents Section

The Forensic Documents Section is staffed with two (2) Forensic Document Examiners, one full-time examiner and the Deputy Director. The majority of the work is comprised of handwriting comparison – the identification of the writer of documents used in crimes (i.e. charge card receipts, robbery notes). This section also examines indented writing, inks, altered or counterfeit documents, photocopiers, typewriters and other machines or tools used to create documentary evidence.



*Identification of
Charred Fragments
of a \$20 Bill*

Forensic Document Examinations



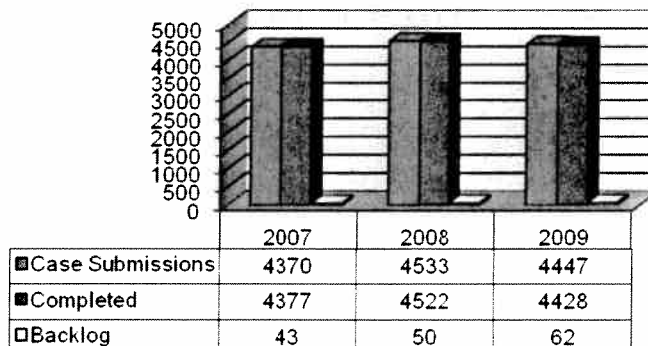
Chemistry Unit Drug Chemistry Section

The Drug Chemistry Section is staffed with five (5) full-time and one part time Drug Chemist (one of which supervises the Chemistry Unit) and the Quality Assurance Manager. This section tests suspected drugs to determine the presence and weight of any controlled substances. Marijuana, cocaine, methamphetamine and heroin are the most commonly identified controlled substances, however, various pills, steroids, and designer drugs are also identified. Multiple tests are conducted on all suspected controlled substances received by the Crime Lab. The testing accomplished on each piece of evidence is determined by scientific principles and protocols used by Forensic Scientists and accredited laboratories throughout the country.



*Truck Axle
Containing
Heroin*

Drug Chemistry



Drug case submissions continued at about the same pace in 2009, as the lab continued to work cases in a confirmatory mode in preparation for court. The Indianapolis Metropolitan Police Department's preliminary testing program, which started in 2005, is still successfully spot testing commonly found drugs of abuse, resulting in fewer submissions to the Crime Lab's Drug Chemistry Section.



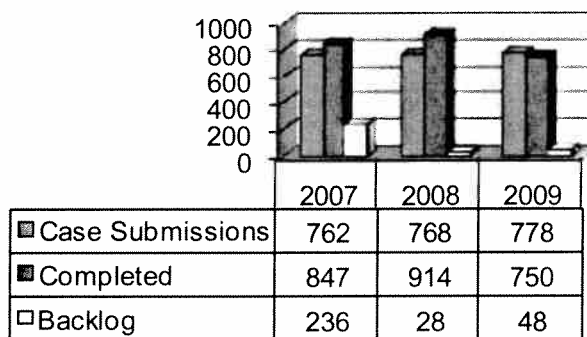
Indianapolis-Marion County Forensic Services Agency 2009 Annual Report

Chemistry Unit Trace Chemistry Section

The Trace Chemistry Section is staffed with three (3) Trace Chemists. This section tests and/or compares hairs, fibers, fire debris, blood alcohol, physical matches, plastics, auto headlamps, and other evidentiary items. The addition of a third Trace Chemist allowed for a significant reduction in the backlog during the year.

The chart to the right depicts Trace Chemistry casework activity in recent years.

Trace Chemistry



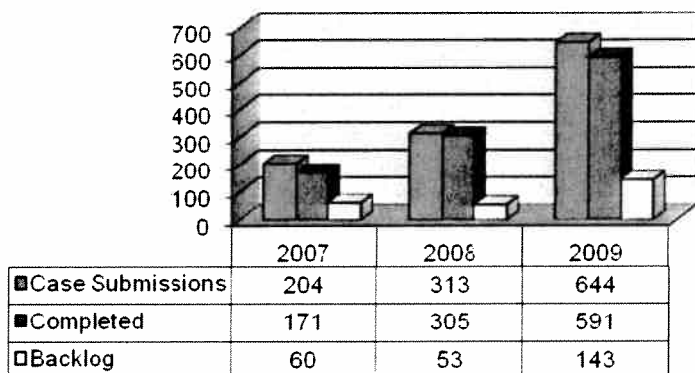
Biology Unit

The Biology Unit consists of two sections: DNA Analysis and Serology. It is staffed with five (5) DNA Analysts and five (5) Serologists; two (2) of which are supervisors in the unit - a DNA Section Supervisor/Technical Manager and a Serology Section Supervisor.

The DNA Section develops DNA profiles from evidentiary samples for comparison with the genetic profiles of suspects, or for submission into the Combined DNA Index System (CODIS). This database is particularly useful when there is a biological sample obtained from the crime scene and known suspects do not exist. CODIS allows unknown profiles to be searched against other profiles in the database, generally those of convicted felons and unknown profiles from other cases.

DNA Section casework resulted in fifty-two (52) CODIS hits during 2009, including ten (10) homicide cases, ten (10) rape cases, six (6) robberies and fourteen (14) burglaries. These are cases which may have potentially remained unsolved, or taken significantly longer to solve, without the use of CODIS.

DNA Analysis



*DNA Analyst
Placing
Samples into
a Genetic
Analyzer*





Indianapolis-Marion County Forensic Services Agency 2009 Annual Report

Biology Unit

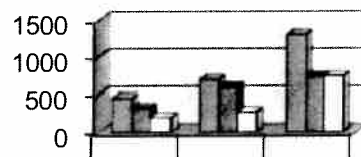
The Biology Unit again increased production significantly in 2009 - up 23% in Serology and 95% in DNA, while falling further behind due to increasing demand - up 87% in Serology and over 100% in DNA Analysis.

All DNA cases begin with the examination of evidence by Forensic Scientists assigned to the Serology Section. They scan the evidence employing various visual, microscopic, and chemical techniques in a search for potential biological stains. Once found, the Serologists document, identify, and prepare samples of the biological stains for the DNA Section. Clothing, bedding, weapons and other evidentiary items are carefully documented and sampled during the Serologist's search for biological stains.

***Forensic
Serologist
Cutting
Samples for
DNA
Analysis***



Serology



	2007	2008	2009
■ Case Submissions	456	692	1299
■ Completed	323	593	733
□ Backlog	197	267	740

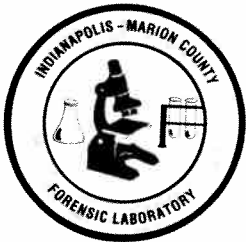
Crime Scene Unit

The Crime Scene Unit consists of two sections: the Crime Scene Section and the Forensic Evidence Technician Section.

The Crime Scene Section is staffed 24 hours a day, 365 days a year. Eighteen (18) Crime Scene Specialists, including a supervisor and two (2) technical leaders, are divided among three shifts to provide around-the-clock coverage for all law enforcement agencies in Marion County. This section responded to 761 crime scenes during 2009, the majority of which were serious crimes against a person. This represents a 25% increase over 2008. Specialists process crime scenes by conducting thorough searches, documentation, evidence collection, scene sketches, as well as photographing the evidence and scene using still and video cameras.



***Crime Scene Specialist Swabbing a
Vehicle for Touch DNA in the
Crime Lab Processing Bay at MECA***

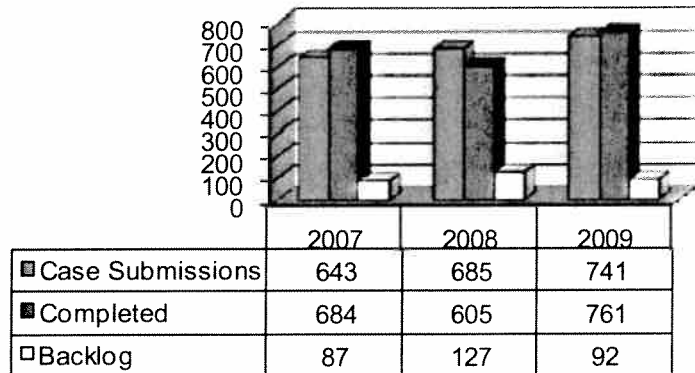


Indianapolis-Marion County Forensic Services Agency 2009 Annual Report

Crime Scene Unit

The Forensic Evidence Section attends autopsies to take photographs and collect physical evidence, including: clothing, rolled fingerprints, blood, hair, fibers, bullets, and other trace evidence. The four (4) Forensic Evidence Technicians, including a supervisor, of this section also collect and process sexual assault kits from Marion County hospitals to ensure the integrity of the physical evidence from the hospital to the Biology Unit. Forensic Evidence Technicians are also trained to handle video and photo applications within the laboratory, which includes responsibility for the I-MCFSa crime scene videotape library, camera and digital imaging equipment, etc. They are trained to use the lab's dTective Forensic Video Examination System for applications involving surveillance and other types of video.

Crime Scene Section

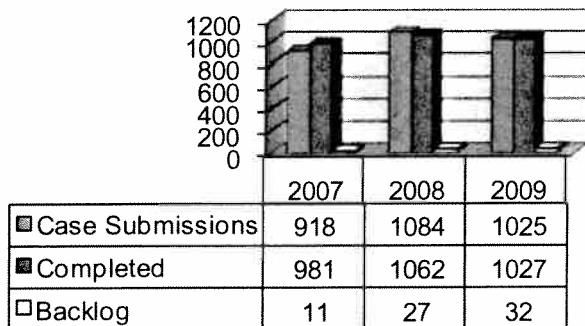


Taking Possession of a Spent Bullet at the Marion County Morgue



The chart to the left depicts Forensic Evidence Technician casework in recent years. This includes the processing of 481 sexual assault kits and collecting evidence at 162 autopsies during 2009.

Forensic Evidence Technician Section

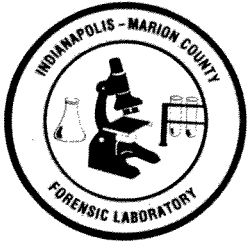


Administrative Unit

Administrative staffing consists of nine and six-tenths (9.6) positions (the 0.6 representing a part time position), including: a Director, Deputy Director, Quality Assurance Manager, Operations Manager, Forensic Administrator, three and six-tenths (3.6) Forensic Evidence Specialists, and a custodian. Areas of responsibility include the quality assurance program, budget management, purchasing, information technology, security, human resources, grant management, evidence handling and administrative functions.

Staffing

Staffing levels were held at 2008 levels during 2009, ending with five (5) vacant positions.



Indianapolis-Marion County Forensic Services Agency 2009 Annual Report

Administrative Unit

The I-MCFSA maintained its American Society of Crime Laboratory Directors/Laboratory Accreditation Board – *International* Accreditation during 2009, successfully completing the surveillance visit and internal assessment. The purpose of this accreditation includes: to improve the quality of laboratory services; to maintain standards by which the laboratory can assess its performance and strengthen the operation; to provide an independent, impartial, and objective system for a total operational review; and to offer to the general public and to users of laboratory services a means of identifying those laboratories which have demonstrated compliance with established standards.

Grant Management

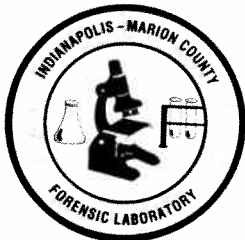
A component of the continued success of this agency is the receipt of State and Federal Grant monies. This agency continually pursues grant opportunities and has been fortunate in receiving federal and local awards, with 2009 being no different. The I-MCFSA was successful in receiving grant awards totaling over \$1.1 million for the purchase of equipment for several sections of the laboratory, to provide training and development for the Forensic Scientists, to purchase supplies to assist in the analysis of DNA cases, to provide overtime for analysts to reduce the case backlog, and for the purchase of a mass disaster/major crime scene vehicle.

Financial Information

<u>Annual Budget</u>			
	<u>2007</u>	<u>2008</u>	<u>2009</u>
Annual Budget	\$5,193,493	\$7,001,093	\$7,483,245
<u>Expenses</u>			
Personal Services	\$4,176,670	\$4,527,945	\$4,650,502
Materials and Supplies	\$ 188,180	\$ 264,181	\$ 386,644
Services and Charges	\$ 733,643	\$ 742,848	\$ 776,366
Properties and Equipment	\$ 95,000	\$ 330,707	\$ 707,737
<u>Funding Sources</u>			
County General Fund	\$5,193,493	\$6,320,932	\$5,144,681
State and Federal Grants	\$ 361,269	\$ 960,555	\$1,113,221
Public Safety Income Tax			\$ 889,698

Notes:

1. Starting in 2008, annual budget figure includes grant monies
2. Starting in 2008, expenses include grant monies
3. \$357,246 was returned to the County General Fund in 2009
4. Tracking revenue and expenses directly to the Public Safety Income Tax Fund was initiated in 2009.



Indianapolis-Marion County Forensic Services Agency 2009 Annual Report

Administrative Unit

Procurement

Purchasing orders representing a 40% increase in purchasing documentation over 2008 levels were processed during 2009. Coordination of these efforts with lab personnel allowed this to be accomplished without additional staffing.

Budget

Budget adjustments continued to be made during the year. Reduction in spending was accomplished by not filling vacant positions and continued efforts to streamline processes where possible.

Appropriated state and federal grant monies of \$1.1 million, of which \$806,017 was spent, provided much needed funding to allow the purchase of additional analytical equipment, overtime funding and the ability to continue to provide professional development for the laboratory staff.

*The I-MCFSA
Main Laboratory is housed
with the Marion County
Sheriff's Department at
40 S. Alabama St.*



Fleet

A fleet management project was developed and implemented in 2006. This plan called for the periodic replacement of agency vehicles as needed to meet operating requirements while at the same time reducing the impact on the budget in any given year. Current demands and equipment needs necessitated that all four of the crime scene response vans be replaced prior to the scheduled end-of-service date. Four new vans were ordered that will allow for safer transport of agency personnel and drastically improve the care of sensitive equipment and evidence in the cargo area. It should be noted that additional appropriations were not required to fund this project. Additionally, a Homeland Security Grant provided funding for the purchase of a 19' mobile major crime scene/disaster response vehicle. The purpose of this vehicle is to provide proper support at major scenes and mass disasters. Delivery of this vehicle is scheduled for March, 2010.

LIMS – Laboratory Information Management System

Expansion of our LIMS continued throughout 2009 by adding to the availability of customer reports and data on a 24/7 basis. Testing is now underway to allow submission of certain documents electronically which will save time for our law enforcement customers who will no longer have to travel here during certain business hours.

Training and Tours

Over 1,398 people, including Marion County Judges, police officers and college students, received training and/or tours from Crime Lab personnel during 2009.

**Consolidated City of Indianapolis, Marion County
FY 2011 Introduced Budget - Agency Summary**



Indianapolis
Gregory A. Ballard, Mayor

Indianapolis-Marion County Forensic Services Agency

Introduction to the Indianapolis-Marion County Forensic Services Agency

The Indianapolis-Marion County Forensic Services Agency (I-MCFSa) is mandated to provide forensic science services for subject law enforcement agencies in criminal investigations under the authority of City-County Ordinance Number 48, 1985. The Crime Lab provides scientific testing on items of evidence recovered in criminal cases and submitted for forensic analysis.

Department/Agency Structure

The I-MCFSa is governed by the Forensic Services Board and comprises seven Units, which include nine sections.

Forensic Administration Unit

Quality Assurance Unit

Forensic Operations Unit

Criminalistics Unit

Biology Unit

-Serology Section

-DNA Section

Chemistry Unit

-Drug Chemistry

-Trace Chemistry

Crime Scene Unit

-Crime Scene Specialist Section

-Forensic Evidence Technician Section

Consolidated City of Indianapolis, Marion County

2011 Introduced Budget

Public Safety

COUNTY FORENSIC SERVICES

Source	2008 Actual	2009 Actual	2010 Projected Spend	2011 Dept Request	2011 Introduced	Difference: Introduced vs. Projected
COUNTY GENERAL FUND	5,479,300	4,769,196	4,599,459	4,854,751	4,754,294	154,835
FEDERAL GRANTS	363,034	719,591	673,699	1,012,068	1,012,068	338,369
STIMULUS FUNDS-FEDERAL	0	536,700	0	0	0	0
PUBLIC SAFETY INCOME TAX FUND	0	899,698	866,780	864,263	846,121	-20,659
Total:	5,842,334	6,925,185	6,139,938	6,731,082	6,612,483	472,545
Expenditure						
PERSONAL SERVICES	4,527,945	4,650,947	4,665,231	5,042,466	4,923,867	258,636
SUPPLIES	318,747	394,424	420,389	497,893	497,893	77,504
OTHER SERVICES & CHARGES	746,845	804,554	867,353	920,973	920,973	53,620
CAPITAL	248,797	1,075,260	186,965	269,750	269,750	82,785
Total:	5,842,334	6,925,185	6,139,938	6,731,082	6,612,483	472,545

Consolidated City of Indianapolis, Marion County

2011 Introduced Budget

COUNTY FORENSIC SERVICES

		2008 Actual	2009 Actual	2010 Projected	2011 Dept Request	2011 Introduced Budget	Difference: 11 Proposed vs. 10 Projected
CHARACTER 73 - CHARGES FOR SERVICES							
73107	CRIME LAB TRAINING FEES	-34,613	0	0	0	0	0
CHARGES FOR SERVICES TOTAL		-34,613	0	0	0	0	0
CHARACTER 75 - INTERGOVERNMENTAL							
75101	FEDERAL GRANT REIMBURSEMENTS	0	0	1,422,228	1,012,068	1,012,068	-410,160
75401	GRANT REIMBURSEMENT	451,967	813,304	0	0	0	0
INTERGOVERNMENTAL TOTAL		451,967	813,304	1,422,228	1,012,068	1,012,068	-410,160
CHARACTER 79 - MISCELLANEOUS							
79501	MISCELLANEOUS	0	11,512	0	0	0	0
MISCELLANEOUS TOTAL		0	11,512	0	0	0	0
COUNTY FORENSIC SERVICES TOTAL		417,355	824,816	1,422,228	1,012,068	1,012,068	-410,160

County Revenues by Subobject by Agency

Consolidated City of Indianapolis, Marion County

2011 Introduced Budget

COUNTY FORENSIC SERVICES

CHARACTER 01 - PERSONAL SERVICES	2008 Actual	2009 Actual	2010 Projected	2011 Dept Request	2011 Introduced Budget	Difference: 11 Proposed vs. 10 Projected
010 REGULAR SALARIES	3,396,763	3,511,624	3,519,706	3,701,639	3,675,289	155,583
030 OVERTIME	119,640	118,983	138,528	187,164	109,500	-29,028
050 SPECIAL PAY/COMPENSATION	2,689	8,811	7,800	7,200	7,200	-600
071 HEALTH INSURANCE	455,538	431,665	390,076	478,518	478,518	88,442
074 PENSION	293,249	310,299	334,370	360,610	358,041	23,671
075 SOCIAL SECURITY	260,066	269,566	274,751	297,335	295,319	20,568
076 UNEMPLOYMENT COMPENSATION	0	0	0	10,000	0	0
PERSONAL SERVICES TOTAL	4,527,945	4,650,947	4,665,231	5,042,466	4,923,867	258,636

CHARACTER 02 - SUPPLIES

201 GARAGE & MOTOR SUPPLIES	10,628	11,261	11,900	14,550	14,550	2,650
202 INSTITUTIONAL SUPPLIES	2,018	3,029	5,310	3,100	3,100	-2,210
203 MEDICAL SUPPLIES	0	217	0	0	0	0
204 FOOD SUPPLIES	969	952	806	1,000	1,000	194
205 LABORATORY SUPPLIES	243,415	312,094	325,722	425,445	425,445	99,723
210 OFFICIAL RECORDS	37	1,198	38	255	255	217
211 GENERAL OFFICE SUPPLIES	19,795	27,562	37,162	16,113	16,113	-21,049
212 PRINT SHOP SUPPLIES	0	34	0	0	0	0
213 DATA PROCESSING SUPPLIES	4,018	7,606	6,760	6,430	6,430	-330
230 BUILDING MATERIALS	13,273	969	961	1,000	1,000	39
240 ARSENAL/LAW ENFORCEMENT SUPPLIES	11,505	14,289	17,087	15,045	15,045	-2,042
250 REPAIR PARTS	38	92	1,319	3,955	3,955	2,636
260 IMPLEMENTS & TOOLS	0	20	0	0	0	0
299 MISCELLANEOUS SUPPLIES	13,050	15,101	13,324	11,000	11,000	-2,324
SUPPLIES TOTAL	318,747	394,424	420,389	497,893	497,893	77,504

CHARACTER 03 - OTHER SERVICES & CHARGES

310 POSTAGE & FREIGHT	5,804	8,727	8,750	8,900	8,900	150
311 TELEPHONE	4,276	4,005	4,754	5,100	5,100	346
312 CONFERENCE & TRAVEL EXPENSES	24,113	47,276	49,634	98,260	98,260	48,626

County Expenses by Object by Agency

Consolidated City of Indianapolis, Marion County

COUNTY FORENSIC SERVICES

2011 Introduced Budget

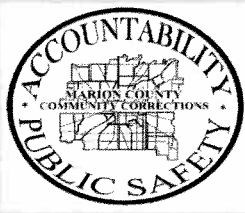
	2008 Actual	2009 Actual	2010 Projected	2011 Dept Request	2011 Introduced Budget	Difference: 11 Proposed vs. 10 Projected
341 PRINTING SERVICES	3,324	40,576	2,392	3,100	3,100	708
349 MAINTENANCE/LICENSEING AGREEMENTS	93,533	24,258	78,198	178,650	178,650	100,452
350 EQUIPMENT REPAIR	16,169	15,909	37,256	26,300	26,300	-10,956
358 ISA TELEPHONES	20,157	19,917	20,073	20,073	20,073	0
359 BUILDING RENT/BUILDING SECURITY	124,385	123,351	119,401	130,276	130,276	10,875
360 ISA CHARGES	302,288	302,288	163,563	163,563	163,563	0
361 PROFESSIONAL SERVICES	92,024	150,058	188,518	240,124	240,124	51,606
366 OFFICE REMODELING	7,172	5,892	6,367	5,000	5,000	-1,367
374 EQUIPMENT-RENTAL/LEASING	504	67	0	0	0	0
376 REFUNDS, AWARDS & INDEMNITIES	0	4,953	0	0	0	0
377 SUBSCRIPTIONS	1,900	1,953	1,874	2,000	2,000	126
382 MEMBERSHIP DUES	4,054	5,079	6,235	4,000	4,000	-2,235
390 OTHER SERVICES & CHARGES	47,142	50,244	180,338	35,627	35,627	-144,711
OTHER SERVICES & CHARGES TOTAL	746,845	804,554	867,353	920,973	920,973	53,620

CHARACTER 04 - CAPITAL

440 OFFICE FURNITURE & EQUIPMENT	35,361	37,074	24,307	0	0	-24,307
442 EQUIPMENT	206,186	664,827	159,158	265,750	265,750	106,592
443 VEHICLE PURCHASES	0	353,519	0	0	0	0
444 BOOKS/LIBRARY PURCHASES	7,249	18,260	3,500	4,000	4,000	500
445 LAW ENFORCEMENT EQUIPMENT	0	1,580	0	0	0	0
CAPITAL TOTAL	248,797	1,075,260	186,965	269,750	269,750	82,785
COUNTY FORENSIC SERVICES TOTAL	5,842,334	6,925,185	6,139,938	6,731,082	6,612,483	472,545

County Expenses by Object by Agency

Marion County Community Corrections (MCCC)



TOM MARENDT, DIRECTOR
STEVE DYSON, CFO

SEPTEMBER 8, 2010

2011 Budget Presentation

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- **Public Safety and Accountability**
- **Personnel**
- **Challenges**
- **Initiatives**
- **Reduction in 2011 Budget**

9/8/2010

2011 Budget Presentation

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- ◆ Budget Highlights
- ◆ Budget Comparison
- ◆ Budget Reductions
- ◆ State and Federal Grant Funding Summary
- ◆ 2011 Budget Goals
- ◆ Q & A

9/8/2010

2011 Budget Highlights-Doing More With Less

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- ◆ Reduction in overall budget from 2010 although population served is increasing
- ◆ Reduction in User Fee Fund budget
- ◆ Continuation of current programming offerings
- ◆ Applying for additional Grant funding

9/8/2010

Expenditure/Budget Comparison

	2009 Actual	2010 Projected	2011 Budget
Personal Services	\$3,148,336	\$3,495,968	\$3,644,772
Supplies	107,633	129,320	166,291
Other Srvcs & Charges	6,278,641	5,842,318	5,688,984
Capital	22,777	55,894	46,895
TOTAL	\$9,557,387	\$9,523,500	\$9,546,942

9/8/2010

Explanation of Budget Reductions

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- ◆ Office consolidation fall/winter 2010; full effect of savings in 2011
- ◆ Projected health insurance savings
- ◆ Continue increased effort toward contract analysis and management
- ◆ Elimination of certain 2010 "double-budgeted" grant items
- ◆ Efficiencies in telephones and conferences/travel
- ◆ Reduction of Capital budget

9/8/2010

Summary of State and Federal Grants Funding

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- ◆ **State Grants** projected to stay the same as 2010
- ◆ **Stimulus Grants** received in 2009 are either encumbered (non-personal services) or budgeted (personal services) in 2011
- ◆ **Applying for federal grants** this fall; status unknown

9/8/2010

Continuing Federal Grants

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- ◆ **Vocational Education**
 - ◆ Ends approximately June 30, 2011
- ◆ **Duvall Nurse**
 - ◆ Ends approximately September 30, 2011
- ◆ **Substance Abuse Treatment (2 grants)**
 - ◆ Stimulus Funds estimated to be depleted early 2012
 - ◆ JAG application being completed this fall
- ◆ **Staff Training**
 - ◆ Funds estimated to be depleted late 2010 or early 2011
- ◆ **Technical Rules Violation**
 - ◆ Ends September 30, 2011; possible extension

9/8/2010

2011 Budget and Finance Goals

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- ◆ Increase fee collections and diversify our sources of funding
- ◆ Provide evidence-based programming (employment, life skills, substance abuse, etc.) for our clients to reduce recidivism
- ◆ Ensure professionalism and retention of staff by maintaining or increasing salary levels
- ◆ Fill vacancies according to need

9/8/2010